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: APRIL 29, 2021

RE: MEETING NOTICE

The next scheduled meeting of the Planning Committee of the Common Council will be held on Thursday, May 6, 2021 at 7:00pm. To allow public access, anyone may access a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at www.norwalkct.org/meetings.

Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.

Members of the public who wish to provide "live comments" will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the “raise your hand indicator” and you will called on by the host of the meeting during the public comment section. Please find the information using the link above.

Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.

Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Maritza Alvarado at malvarado@norwalkct.org to provide written public comment prior to the meeting.

PLANNING COMMITTEE OF THE COMMON COUNCIL
REGULAR MEETING
May 6, 2021
7:00PM
AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC PARTICIPATION

I. ADMINISTRATION

A. Approval of the Minutes of April 1, 2021 Meeting.

II. NEW BUSINESS

III. OLD BUSINESS

A. BUSINESS DEVELOPMENT & TOURISM
1. Update on the Visit Norwalk Tourism initiative by consultant, DKA.
2. Update on the activity within the Enterprise Zone since the 2020 expansion.

B. REDEVELOPMENT AGENCY
1. Advance the final PY47 Annual Action Plan (AAP) to the Common Council for its approval and to authorize the Mayor to execute any and all documents associated with the submission of the PY47 AAP to HUD and all documents consistent with the approved PY47 AAP.
2. Update on the South Norwalk TOD Study.

C. TRANSPORTATION PARKING & MOBILITY
1. Update on the Transportation Master Plan.
2. Update on the Safe Routes to School initiatives.

D. ECONOMIC & COMMUNITY DEVELOPMENT
1. Update on the MLK Corridor Initiative.

ADJOURNMENT

CITY OF NORWALK
PLANNING COMMITTEE OF THE COMMON COUNCIL
REGULAR MEETING
APRIL 1, 2021

ATTENDANCE: John Kydes, Chairman; Thomas Keegan; Tom Livingston; Lisa Shanahan; Barbara Smyth; George Tsiranides; Darlene Young

OTHER: Alex Knopp, Norwalk Library Board Chairman; Jessica Vanashek; Sherelle Harris; Angela Fogel; Anthony Carr; Brian Bidolli; Chris Torre, Public Works; Diana Revolus; Dominique Johnson; Gino Gatto, Fire Chief; Greg Burnett, Council Member; James Travers; Jeff Oduro; Joyce Liu; Lisa Shanahan, Council Member; Mickey Docimo; Nick Roberts, Recreation & Parks Director; Steve Kleppin, Zoning Official; Steven Ivan; Thomas Kulhawik, Police Chief; Tom Hamilton, BoE CFO; David Westmoreland; Henry Dachowitz, City CFO; Diane Lauricella; Lamond Daniels, City Administration; Sabrina Church, Business Development & Tourism, and Arts Commission.

CALL TO ORDER

The meeting was called to order at 7:02 P.M. by Chairman Kydes. There was a quorum present.

ROLL CALL

Chairman Kydes gave a roll call for those present.

PUBLIC HEARING ON THE 2021-2022 CDBG ANNUAL ACTION PLAN

There was no one who wished to speak on this item.

PUBLIC PARTICIPATION

Ms. Diane Lauricella came forwards to speak. There are two items that she felt were of importance that relate to things that were restored. She was pleased that money was added for school bathrooms. She is amazed that it got to the point that it did and urges the Committee to accept the mayor's additions to the school lavatories as it is a public health issue. She suggested that they send a letter to Health Director as well as the Board of Education that these sorts of issues cannot be allowed to accumulate. They should have a process to deal with maintenance issues.

Secondly, she is not in favor of the issue related to the Broad River. She asked that this Committee that the time has come for a neutral party that is qualified to give information so they may give an informed vote related to the consistent use of artificial turf. She wished for a comparison between the cost of the artificial and natural turf. It is still a problem and a health issue. The time has come for a true and professional review of the use of artificial turf on the fields.

I. ADMINISTRATION

A. APPROVAL OF THE MINUTES OF FEBRUARY 4, 2021 MEETING.

**** COMMISSIONER KEEGAN MOTIONED TO APPROVE THE MINUTES OF FEBRUARY 4, 2021 AS SUBMITTED.**
**** COMMISSIONER LIVINGSTON SECONDED THE MOTION.**
**** THE MOTION TO APPROVE THE MINUTES OF FEBRUARY 4, 2021 AS SUBMITTED PASSED UNANIMOUSLY.**

Norwalk Library Board Chairman Knopp came forwards to speak. He had been accidentally overlooked before in the Public Participation. He is present to speak on the behalf of the Library. He is asking for $38,000 to move forwards a five-year project which is the digitization of the Norwalk Hour. The Library currently has the Norwalk Hour on microfilm which requires the readers to come in and go through ancient technology to utilize. He suggested that they finish existing projects before funding new ones. There is also a need to refresh and upgrade the technology in the main branch auditorium. This is a major project to deal with the post-COVID use of the area to comply with social distancing. The first request is to restore funding to the fourth of the five-year digitization project. Additionally, if the project is not constantly funded to completion, there will be a large gap and someone who is going through the collection will need to use both the digital and microfilm which is both inconvenient and unhealthy. Thirdly, this is now an effort to digitize records that are 51-67 years old with many records being extremely fragile and easily damaged.

B. APPROVAL OF THE MINUTES OF MARCH 4, 2021 MEETING.

**** COMMISSIONER LIVINGSTON MOTIONED TO APPROVE THE MINUTES OF MARCH 4, 2021 AS SUBMITTED.**
**** COMMISSIONER TSIRANIDES SECONDED THE MOTION.**
**** THE MOTION TO APPROVE THE MINUTES OF MARCH 4, 2021 AS SUBMITTED PASSED UNANIMOUSLY.**

II. NEW BUSINESS

A. FY2022 CAPITAL BUDGET

**** COMMISSIONER YADES MOTIONED TO APPROVE THE FY 2022 CAPITAL BUDGET AS SUBMITTED.**

Police Chief Kulhawik came forwards to speak for the Police Department. He had the following items on his list.

1) $150,000 for firing range repairs. It has been in the capital budget for the past several years. The range is the same range that was originally built in 2005 and is almost unusable. There are maintenance issues as well due to a lack of replacement parts. It needs a complete upgrade.

2) Their standard annual item for cars. This is for marked patrol cars and unmarked police vehicles. This is 10 patrol cars and 3 unmarked vehicles. He proceeded to list the financial details for the cars.

3) $110,000 for the Pharaoh 360 Standard. It has been requested for several years now. It is a 360-degree computerized scanning system for crash investigation and crime scene documentation. This item was removed from the capital budget by the Planning Commission.

It was noted that, in the Mayor's recommendation, there was a column marked 'Available' with $181,000 in it. It was clarified that these were prior fund that had not been spent. Discussion followed regarding the details.

Fire Chief Gatto came forwards to speak for the Fire Department. He had the following items on his capital list.

1) $70,450 Vehicle replacement to purchase two vehicles. A 2021 Ford Explorer and a 2021 Ford Transit cargo van to replace an arson investigation van.
2) $650,000 for apparatus replacement. This will replace a frontline fire engine. It is on a 12-15 year replacement cycle. They are looking to replace another fire engine in 2023.
3) $195,000 for a 25-foot Defender Coast Guard boat to replace one of two marine division boats.
4) $19,100 for Foam for flammable liquids and spills. The current foam is considered a hazard to the environment and needs replacement. They need to discontinue use of the old foam and replace it with new foam.
5) $20,000 for high pressure bags designed to lift objects and vehicles.
6) $20,000 Security Cameras and Intercom Systems. This is a continuation from last year.
7) $35,000 Used Tractor for Hazmat Trailer.
8) $35,000 for building repairs.
9) $145,000 for a new roof at Station 5 at Meadow Street. The house was built in 1969 and still has its original roof. Two estimates have been provided for $145,000 and the other was $160,000.

It was questioned about the $21,000 left over for security cameras from last year was being used for, especially with the request for an additional $20,000. Fire Chief Gatto clarified that they can begin work with the money they have but they won't have enough to finish the project.

The condition of Station 5's roof was also question. Fire Chief Gatto said that they've already needed to do patchwork and it was leaking and in need of replacement.

Mr. Steve Kleppin came forwards to speak for Planning & Zoning. He had one request.

1) $150,000 for field card scanning. This will digitize their current system. This will also allow for easier access to permits and access older permits. The cards are currently held in boxes at the office and are so old they are afraid of disintegration if handled.

It was asked how this was different from similar services. Mr. Kleppin responded that this represents what the current conditions of the property are like. This is especially helpful when dealing with potential legal and illegal uses of the property. He then reviewed the details of the timeline for implementation for the Committee.

Mr. Brian Bidolli came forwards to represent Redevelopment. He had two requests:

1) $250,000 for Affordable Housing. He proceeded to review the details for the Committee.
2) $125,000 for Façade improvements and redevelopment.

Ms. Joyce Liu came forwards to speak for Information & Technology.

1) $645,000 for City Technology improvements. This is combined technology requests for things such as the Public Library, Public Works, & Public Safety. She proceeded to review the details for the Committee and went into detail about the items covered in these improvements.

Mr. Anthony Carr came forwards to speak for Public Works on the following items: They are not requesting any additional money outside of the Mayor's recommended budget. He allowed Ms. Vanessa Valadares came forwards to speak on the following items:

1) $500,000 for Bridge Repairs. A design consultant had been hired the prior year.
2) $35,000 for Structural Inspections & Repair. They need someone to check the retaining walls.
3) $1,800,000 for West Cedar Bridge. This bridge is part of the bridge program.
4) $5,000,000 for a Pavement Management Program. They only do existing sidewalks. Discussion followed on the details of the paving.
5) $2,000,000 for Sidewalks & Curbs
6) $500,000 for Watercourse Maintenance. They have requested $3,500,000 but are comfortable with the recommended $500,000 but will request more next year.
7) $100,000 for Norwalk Flood Control.
8) $65,000 for Tree Planting programs.
9) $2,000,000 for East Ave Reconstruction. She reviewed the details of the reconstruction plans for the Committee.
10) $1,991,800 for Tea 21 Local Match. This is 80% funded. She reviewed the details of the funding for the committee.
11) Right of Way Use Policy Study which she went into detail about regarding the proposed study. They are looking to form policy to manage certain issues.
12) $200,000 for State Projects Non-Participating City.
13) No requests for the Wall Street Area Sidewalk & Historic Street Light District Project.
14) No requests for the Elizabeth Stree Streetscape for this year.

A question was raised about the West Cedar Street Bridge. It was asked if the dollar amount was the city's contribution of 20% or if they'd be reimbursed for it. Ms. Valadares said that the total cost of the bridge was closer to $4,000,000 so their cost will be only 20% of that. Discussion on the details of the bridge funding followed.

Mr. Nick Roberts came forwards to speak on the Public Works Operations items. He discussed the following items:

1) $250,000 for Truck Scale Replacement. This is the truck scale located at the DPW operations center. There has been a lot of settling and a closed conduit. A full replacement is recommended.
2) The request for Tipping Floor Refurbishment has been reduced to $0. It is not in severe deterioration yet. This item will likely be requested again in upcoming years.

3) $540,000 to replace two 1996 plough trucks. This is based on their fleet replacement and efficiency plan.
4) Compact replacement which has been reduced to $0. It is assumed that their available budget of $210,00 will be enough to cover replacement.

Mr. Kydes came forwards to speak for the Recreation & Parks section of Public Works. He spoke on the following items.

1) $260,000 for School & Park Playgrounds. In particular the locations of Blackstone Park, Oyster Shell park, and Devon's Place. $87,000 will be needed for Oyster Shell Park due to its rubberized playground surfacing. There is also a major issue with settling. There is a bunch of settling and erosion underneath the playgrounds causing problems. $260,000 has been requested just to do the work at Devon's Place and Oyster Shell Park.
2) $700,000 for Calf Pasture Beach. This includes work on the parking lot. They were last paved over 17 years ago. The asphalt is currently cracking and there is a lot of wear and tear. He went into detail about the parking lot plans. There may be a reconfiguration of the perimeter roadway at some point in the future.
3) $620,000 for the Turf softball field at Brian McMahon High School. The design was completed this year. The new totals come out to $1,620,000 The $600,000 will fund the lights for the facility. There is no softball field dedicated to girls' sports in the city.
4) $2.500,000 for Broad River Baseball Complex. This is based on the estimate from the consultant this year. They are planning to scale the project down. Discussion followed on the details.
5) $225,000 for Cranbury Park. They are looking to continue to seal the envelope of the building and the historic mansion. They were able to complete the shingling on the roof. Projects have come in under budget this year. They generate about $180,000 in revenue from the mansion and there is more that can be done to open it up to the public.
6) $300,000 for basketball and tennis courts. There are three tennis courts at Matthew's Park that are in bad shape. They would like to replace them with a post-tension system. This has a 20-year guarantee against cracking. There are also courts at the high schools that need work.
7) Veteran's Memorial Park. Mr. Kydes clarified that there had been some issues with properly presenting a price. The main priority is the docks, namely the marina slips. They are in bad shape and over 20 years old. Mr. Kydes detailed the damage that has been done to the docks.
8) $270,000 to replace two pick-up trucks. They have only one vehicle with a plough attachment. There was also a request for a dedicated vehicle for Cranbury Park. They also need a replacement for their backhoe. The floor in the vehicle is completely rusted out.
9) $500,00 for Casagrande and Tesla field. This is for the replacement of track around the football fields.
10) $200,000 for Ben Franklin Gymnasium. The request is to provide air conditioning in the gym. They do not run programs in the summer due to the lack of air conditioning. This will allow for another site in which programs can be run during the summer.
11) $400,000 for Irving Freese Park. The request is for phase 2 but they have yet to finish phase 1 meaning the cost can be deferred a bit.
12) $50,000 for Backstop and Fencing.
13) $50,000 for paving and sidewalks.
14) $50,000 for Tree Planting. There is $105,661 dollars in the fund currently due to the impact of COVID this year. Mr. Kydes reviewed the tree planting locations for the Committee.

15) $50,000 for Open Space Fund. This money will be transferred over to conservation at the end of the year.
16) Mr. Kydes did not initially request anything for Athletic Fields but subsequently asked for $50,000 due to other projects since, if they are not going to fund the turf fields this year, they can spend the money on other areas of the athletics parks.

It was asked to clarify the budget issues regarding Veteran's Park. Mr. Kydes explained that the dock replacement was $725,000 but was listed incorrectly on the fiscal year. Due to entry error the actual request is for $425,000.

There was no one present to speak for the Department of Public Works Building expenses.

Mr. Anthony Carr came forwards to discuss the Water Pollution Control Authority. He spoke on the following projects.

1) $1,000,000 for Collection system rehabilitation. This is a capital project in place to rehabilitate appx. 200 miles of sanitation sewers throughout the city. This includes spot repairs for broken or collapsed sections of pipe. Mr. Carr discussed the repair details for the Committee.
2) $1,000,000 for Pump Station Upgrade/Replacement. There are multiple wastewater pumps throughout the city in need of work. Mr. Carr reviewed the stations in need of upgrades and repairs. They are looking to work on 5 pump stations over the next few years.
3) WWTP Rehabilitation /Improvement which will not have a request this year for funds. $750,000 has already been council-approved for this project. Mr. Carr reviewed the plans for the rehabilitation/improvement system.

Mr. David Westmoreland came forwards to speak for the Historical Commission. He discussed the following items.

1) $150,000 for the Smith Street Buildings. He reviewed the buildings in need of work for the Committee.
2) $180,000 for the Lockwood Matthews Mansion Code & Repairs. $2,544,995 is available already for this project. They received additional grant money from the state and have agreed with the finance department to spend the state grant money first. As a result, this will likely be requested for another year or two. He went into detail about the repairs.
3) $50,000 for ADA Access for Mill Hill. The money will be used to replace the crumbling spillways leading up to the townhouse building as well as other repairs. He went into detail about the proposed repairs.
4) $10,000 for Archiving and Cataloging the Museum Collection. The city owns a substantial museum collection and the money is to improve the care of that collection.
5) $110,000 for Cemetery Restoration. This will mostly go towards the restoration of Pine Island Cemetery for things such as repairing headstones that have been damaged over the years.
6) $50,000 for WPA murals in need of restoration.
7) There were no requests for the Lockwood House ADA access.

Ms. Sabrina Church came forwards to speak for Arts Commission. She spoke on the following items.

1) $50,000 for Arts in Public Places program. This will go to install murals and other pieces of art around the community. They are currently half-way through this project.
2) $6,000 for Washington Street Barriers art. This is for artistically decorated banners.
3) $100,000 for Public Art Inventory. There is a lot of art stored in the basement of the Public Health Department. The Pieces are not currently valued and need to be appraised. Additionally, there are multiple pieces owned by the city which need to be located and appraised.

Mr. Lamond Daniels came forwards to speak for Community Services. He discussed the following items.

1) $80,000 for ADA compliance in Human Relations and Fair Rent. He believes that, despite the impact of COVID, they can still work to complete many ADA compliance projects.
2) $75,000 for the Auditorium Refresh for the Library.

It was requested that more detail be given for the Auditorium Refresh. Mr. Daniels said that this was an upgrade and the last time that this had been done was in 2012. The details of the proposed upgrade were covered for the Committee.

Ms. Jessica Vonashek came forwards to speak next on Economic and Community Development. She spoke on the following items.

1) $150,000 for Small Business/Main St. Program. This program was launched last fiscal year. She reviewed the details of the program for the committee and how it will help small businesses. They are anticipating a second round for the store front improvement program.

She then moved on to E-7, Code Enforcement where she discussed the following items.

1) $30,000 for Gateway Sign replacement. This is to replace the signage of the exits off the highway. She reviewed the signs getting replaced for the Committee.
2) $150,000 for Streetscape Improvement. This item is normally under the redevelopment agency due to landscaping. It has been changed due to budgetary issues which Ms. Vanashek explained to the Committee. They want to increase the geography that they are focused in with the improvements. There is also a planned code re-write.

James Travers came forwards to speak on Traffic. He discussed the following items.

1) $30,000 for protected Crosswalks/Warnings. This is a continuation of a program. This will improve mobility and safety throughout the city.
2) $250,000 for Safe Routes to school. This will improve the sidewalks and crosswalks around the schools.
3) $100,000 for new sidewalk construction.
4) $150,000 for Rowayton Avenue Sidewalks. These sidewalks have worn out paths and are highly used.
5) $50,000 for Norwalk River Valley Trail.
6) $90,000 for the Transportation Master Plan. The city is in contract for updating the master plan. Items within the plan are to be brought into design to look for funding options for these.

7) $600,000 for Traffic Signal Equipment. This will replace aging infrastructure for traffic signals. Some of which are 30-40 years old.
8) $50,000 for Traffic Signal Enhancement. There is a requirement from the federal government that the push buttons have to be ADA accessible.
9) $350,000 for West/Belton/Mott Intersection. This is a very confusing intersection. There was a pedestrian fatality at this location. It is nearly impossible to safely cross this intersection.

There was a request for a bit more information on the background and history of the money that's been allocated over the years from the Committee. Mr. Travers went over the current efforts on how the money is being spent to help the schools and their crosswalks out. He also pointed out that Norwalk has among the lowest walk score in the state despite its size. This means people cannot safely use the system of sidewalks and walkways.

A question was raised about the amount of funding already available for traffic and sidewalk improvement. The funding available is to support the master plan itself. Discussion followed on the details of the spending. (1:40:00)

Ms. Jessica Vonashek came forwards to speak next on the Parking Authority. She discussed the following items.

1) $200,000 for Revenue Control Equipment. This is the pay stations of which some are antiquated and need to be replaced. Additionally, some of the equipment will be upgraded to be contact-less.
2) $250,000 for Parking Wayfinding Signage. This is an effort that the parking authority has been very eager to approach. The hope is to not only do a plan/study but implement new signage for the parking authority that allows people to understand where the parking assets are.

She also pointed out that they had money in the budget already for parking garage maintenance. They were concerned people might think that they were not maintaining the garages like they should which is not the case. There is money in this account.

Ms. Sabrina Church came forwards to speak on Business Development & Tourism. She discussed the following items.

1) $100,000 for Arts and Culture Program. There is currently no Arts and Culture plan in Norwalk. Norwalk has a plan of conservation and development that has identified this as a need. The state of Connecticut has the 4th highest economic impact per capita in the nation. As a result there are a large amount of people coming to invest in the city when it comes to arts and culture. This plan will outline all the current publicly owned assets the city currently has including murals and public art. This will also highlight assets that are not publicly owned as well. This is a place where the city should invest. The mayor has suggested $50,000 but Ms. Church's research indicates $100,000.
2) $200,000 for Entrepreneurship Microgrant Program. This grant will hopefully either support or be paired with a program to help a small business development. A large portion of the people who participate in these programs are minority or woman-owned and have a greater percentage of success.

It was pointed out by Ms. Vonashek that a portion of this money would be spent to work with the company/organization that would actually run the program and training. Further discussion followed on the details.

Chairman Kydes asked what had been done with the funding provided for the tourism funding and branding imitative the prior year and why there had been no request for new funding this year for that item. Ms. Church said that they had the $100,000 from the tourism branding imitative. This is being partnered with the Parking Authority funding for visits to Norwalk. They are currently making a new website so they can monitor and edit the website from a staff perspective in the future. This had not been asked for previously as it had been moved into the operating budget. They ask asking them to do less going forwards due to shifts in responsibility. A lot of the upfront costs were completed in the first fiscal year. The work done this year has been for facilitation and set-up to take the project entirely in-house.

Committee Member Young asked what the difference was between the Entrepreneurship Microgrant Program and other, similar, programs. Ms. Vanashek explained that this program will educate entrepreneurs and minority/women-owned businesses. Once complete should these entrepreneurs open a business in Norwalk they will be given a grant to help them get started. She proceeded to go into detail about expenses covered by the various programs in regards to helping small businesses including improvements to streetscapes, garbage bins, and planters.

Finance Chief Tom Hamilton came forwards to speak on Board of Education. He proceeded to thank the mayor for additional funding recommendations and thanked him for funding additions. Thanks to the mayor's recommendations they have gone a long way towards meeting the needs of the Board of Education. He discussed the following items.

1) Funding for the Briggs Family Welcome Center. The project has the intention to create a one-stop shop to meet the various needs of the families as they come forwards. The current process is disjointed and registration is decentralized meaning families have to start at individual schools. The hope is that, by centralizing the process, they can make it more streamlined and efficient. The multi-lingual learners welcome center, currently housed at city hall, can be relocated to the Briggs Family Welcome Center for further centralization. Specialized learning services would also be located at this welcome center. The transportation office for the Board of Education would be located at this location so families with questions about bus stops and passes and other transportation needs can do so conveniently. Food services for lunch services, billing and payments, and providing menu information. Student health services will be located here for information on vaccinations and other services. A technology depot will be located here which is important as there is currently one device for every student within the district. This way replacement laptops and Chrome books can be distributed easily. Student records, transcripts, and similar stuff will be managed at the welcome center. This has not been recommended for funding. They are separately pursuing options to try to secure funding.
2) $747,000 for Curriculum Materials & Textbooks. This is to replace literacy resources and other materials for K-5, 9-12 literacy sources, and to increase the cultural representation of texts in the school learning commons. They are willing to work with the numbers provided.

3) $1,456,700 for Instructional Technology. This is to replace an additional year of replacement for the 1:1 initiative. This will go on to a 4–5-year cycle. Students will get their first device in first grade, a second at the end of 5th grade, and a final device when they enter into high school. The Board of Education feels it makes sense to include this in their operating budget going forwards. He went into details about the funding for the technology needs.

Committee Member Smyth asked if the technology that is turned in will be repurposed, worked on, or whatever else. Mr. Hamilton responded that, if they are still in good working condition, they will be refurbished and used. Though, he noted, a device that is 4-5 years old is nearing the end of its life. Though they will attempt to refurbish and redeploy the items where several more years of use can be obtained.

Committee Member Smyth asked where they all went. Mr. Hamilton said he did not know and would need to ask someone for that information. He presumed they went to some form of recycling center.

4) The air conditioning program. The preferred solution is for all buildings to have a central air conditioning system. They will be doing this for new buildings and refurbishing old buildings with central air conditioning. A big part of the recent project at Ponus Ridge Middle School was the installation of central air conditioning. There is a project to install portable/window/modular air conditioning units in other schools as well.
5) BoE Asbestos Abatement Program. There are multiple schools still with asbestos floor tiling. These are deteriorating in several schools causing problems. These are a safety hazard. They want to replace all the asbestos floor tiles over the next five years. These also impede other work within the buildings as the tiles need to be removed before other work can proceed.
6) Bathroom renovation work. They are currently in the middle of an update to a prior study on bathroom use. Many of the bathrooms are original to the building.

Committee Member Livingston said he was concerned with how these were being portrayed. He said that they were being portrayed as decrepit, absent, and in need of replacement. He said that they were not and, while some needed work, they are clean and were not bad. He was not certain that they needed replacement. It was too much money for something that wasn't needed. He had suggested that the Land Use Committee and the Facilities Committee get together with select individuals to talk about these items. A lot of the issues are cosmetic and maintenance, and is not all in need of replacement.

Committee Member Shananhan said that they had visited all the bathroom stalls in all the schools and the problems were not renovation but maintenance. The bathrooms are cleaned twice a day.

Mr. Hamilton said he had heard complaints from parents and children that the bathrooms smell and complained of issues such as doors that don't shut. The bathrooms are dated and, in many cases, original to the construction of the building.

Mr. William Hodel noted that upgrades had been done to the bathrooms and there have been some replacements.

Committee Member Smyth said that it depends on the school. She said that the bathrooms inside Norwalk High are very bad. She said some of the sinks can be pulled away from the wall or have no running water. She asked if this was specific to middle schools or schools overall.

Mr. Hamilton said that the initial schools would be middle schools but over a five-year period they would handle all the schools.

Committee Member Smyth said that there has been an issue with maintenance over the years which needs addressing.

7) $400,000 for Fuel tank replacement. This is to replace underground fuel tanks at Tracey, Columbus, and West Rocks. The tanks have reached the end of their useful life and the federal government has mandated their replacement. This is eligible for a partial state reimbursement of $130,000. This makes the net amount that the city would be paying $270,000. There is a risk of being cited and fined if they are unable to replace these tanks.

Mr. Hodel noted that they had been appointed funds to work on previous tanks. Those tanks reached their 30-year life in 2020. These tanks were installed in 1991 meaning they will reach their 30-year life this year.

8) $250,000 for Capital Repairs and Replacements. This is for unplanned but necessary repairs to the schools. This account has been vital to meeting unplanned needs.
9) $350,000 for School District Paving and Concrete. This is to repave parking lots and replace parking lots. This will be primarily spent at West Rocks and Kendell Elementary school.
10) $110,000 to replace vehicles. This has not been recommended for funding.
11) Silvermine driveway improvements. The city has previously approved $80,000 and the estimated cost is $1,500,000. This is to help with the bottleneck problem that the driveway currently has for letting people in and out.

Chairman Kydes pointed out that money had been allocated for a plan for the driveway yet the plan hasn't been completed. Mr. Hamilton confirmed that this was the case. The engineering work on this has not been completed. There were higher priorities due to COVID. They will be in a position to put this out to bid a year from now. Discussion followed on the details.

Chairman Kydes asked if they would be able to use the funding for the Asbestos Removal Program during the fiscal year. Mr. Hodel said that they were planning to do Silvermine this summer. He mentioned that, over the years, many floor tiles have been removed in the hallways but not the classrooms. It is a more involved process removing it from the classrooms. Chairman Kydes asked if they would be able to remove it in the limited timeframe with that amount of complexity or if they could wait for removal. Mr. Hamilton said that the funds were already earmarked for Silvermine School. The replacement was going to happen this summer. The removal projects are also eligible for state reimbursement. He reviewed the details of the reimbursements. He pointed out that, if they do not have the money in the budget and don't apply for it now, they will not be able to do the replacements in the summer of 2022 and will need to wait a year at minimum.

1. APPROVE ADVANCEMENT OF THE FY2022 CAPITAL BUDGET TO THE COMMON

COUNCIL.

Chairman Kydes proposed an amendment to the $38,000 from the Board of Education Bathroom Renovation line item to item F-3 the Library to digitize the newspapers. This will bring the Board of Education from $1,500,000 for renovations to $1,462,000 for renovations.

**** CHAIRMAN KYDES MOTIONED TO TRANSFER $38,000 FROM THE BOARD OF EDUCATION BATHROOM RENOVATION LINE ITEM TO THE LIBRARY NORWALK NEWSPAPER DIGITIZATION.**
**** THE MOTION PASSED UNANIMOUSLY.**

**** CHAIRMAN KYDES MOTIONED TO APPROVE THE ITEM AS AMENDED.**
**** THE MOTION PASSED UNANIMOUSLY.**

B. ORDINANCE RECOMMENDATION

1. DISCUSSION AND POSSIBLE ORDINANCE RECOMMENDATION OF CT GENERAL

STATUTE 12-63C AND ASSOCIATED PENALTIES.

Mr. William Ford, the City Assessor, came forwards to discuss this item. He explained that the incoming expense forms are required to be filed with the assessor's office by all commercial property owners in the city. That information is used to derive assessments. The commercial property trades on an income approach. As such this information is needed to accurately determine the value of the property. The penalty is a 10% penalty and it is for anyone who does not file their income expense lean. The City of Norwalk has about an 80% reporting rate. There have been issues due to COVID and they have done different things with that depending on if they have historically filed or not. They do not believe there is an issue or a need for the local ordinance. He assured that, if the penalty was eliminated, the number of filings will go down significantly. The jurisdictions that have it usually have appx a 40-50% reporting rate. The more accurate assessments are the less court cases there are. He does not believe there is a need to have an ordinance to allow the waving of the fee.

Chairman Kydes said that he was in agreement with Mr. Ford. He said he believed that, in the current circumstances, there needs to be a bit of leniency to account for those suffering both financially and physically from the pandemic. That is why he recommends that there are circumstances due to the pandemic where someone is unable to file in time that they should not be subject to a 10% penalty. Discussion followed. It was noted that people who have historically filed on-time but were late this year would be handled differently than people who have historically filed late.

III. OLD BUSINESS

There was no old Business at this time.

ADJOURNMENT

**** COMMISSIONER SHANAHAN MOTIONED TO ADJOURN.**
**** COMMISSIONER SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 9:57 P.M.

Respectfully Submitted
Ian A. Soltes
Telesco Secretarial Services.

CITY OF NORWALK

Update for the Planning Committee of the Common Council

May 4, 2021

DORNENBURG | KALLENBACH ADVERTISING

Norwalk Destination Branding Campaign

MARKETING GOALS

- Create a distinct identity for Norwalk as a great place to explore, dine, shop, play and stay

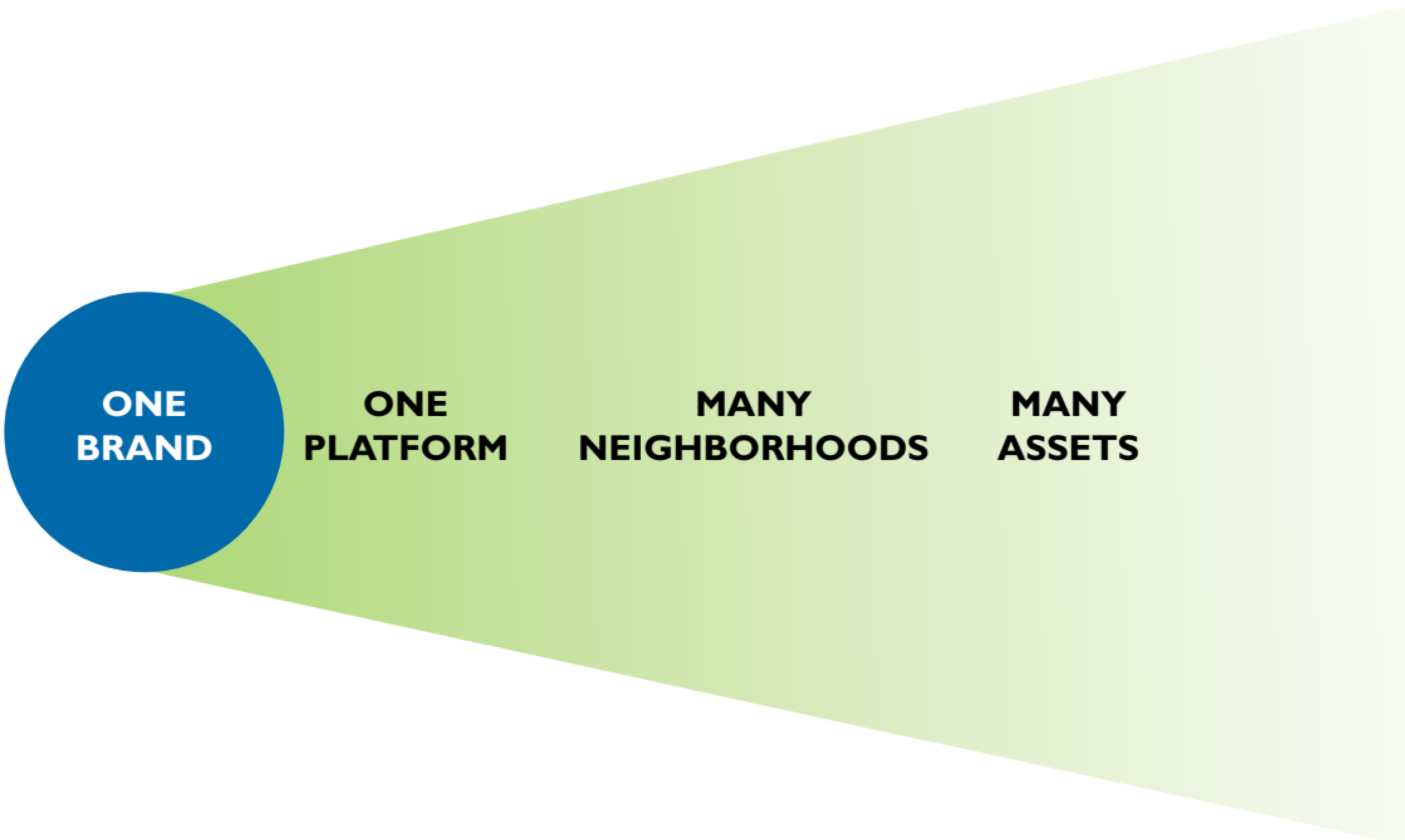
GROWTH MEASURES

- Campaign engagement (clicks, likes, follows, inquiries, etc.)
- Business and attraction visits, revenue, retention, development
- City revenue (parking, taxes, etc.)
- Employment
- Residents

Two Contracts

- Business/Parking Promotion – initiated November 2020
- Tourism – initiated January 2021

Norwalk Destination Branding Opportunity



Scope of Services
YEAR ONE

- Brand Creation
- Website Development
- Photography
- Social Media Development
- Brand & Website Launch & Promotion Plan
- Ongoing Strategic Promotion & Advertising Plan
- Print Materials
- Regular Reporting of KPIs

Business/Parking Support

- Rebranded and expanded existing website: VisitNorwalk.org
  - Business/attraction listings with free special event/promotion opportunities
  - Events
  - Neighborhoods
  - Lodging
  - Apartments
  - Office/business space
- Themed promotions
  - Holiday Shopping Guide
  - Spring Restaurant Week
- Daily social media posts
  - Instagram & Facebook
- Weekly E-newsletters
  - Subscribed "visitors"
  - Currently listed and prospective businesses
- Monthly news releases

Tourism

- New tourism branding

Visit NORWALK

NORWALK DINING

NORWALK ENTERTAINMENT

NORWALK SHOPPING

NORWALK ARTS

Tourism

- Updated City branding

CITY OF NORWALK
OFFICIAL SEAL/LOGO

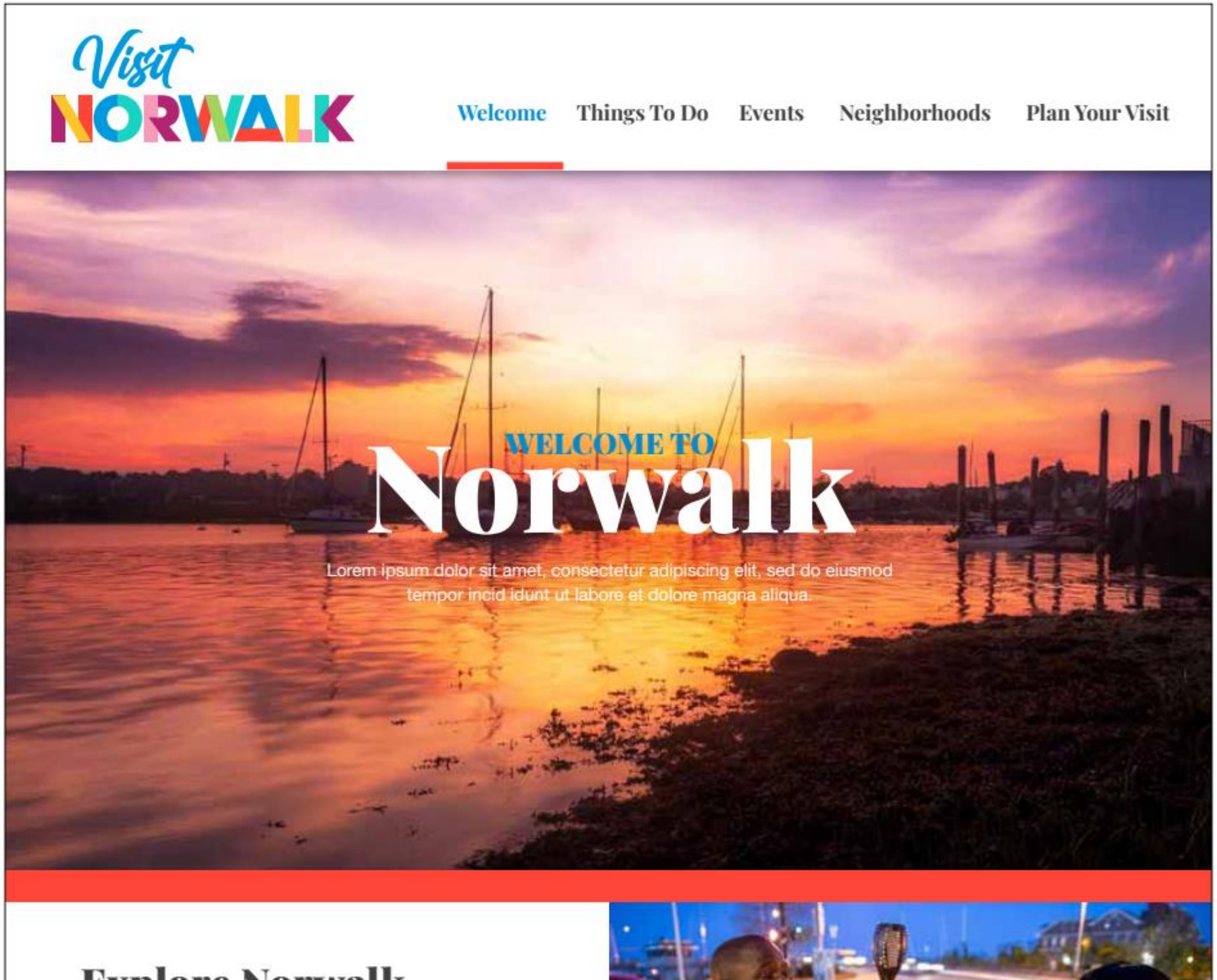
CITY OF NORWALK
DIGITAL SEAL/LOGO
OPTION B

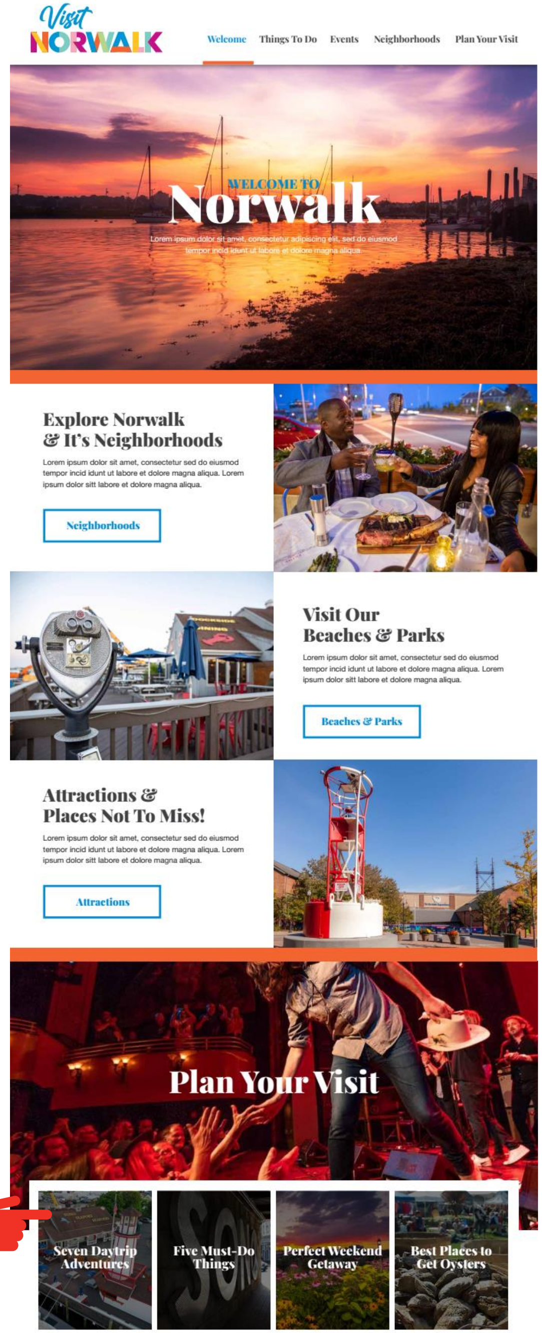
(Updated fonts,
modern illustrations)

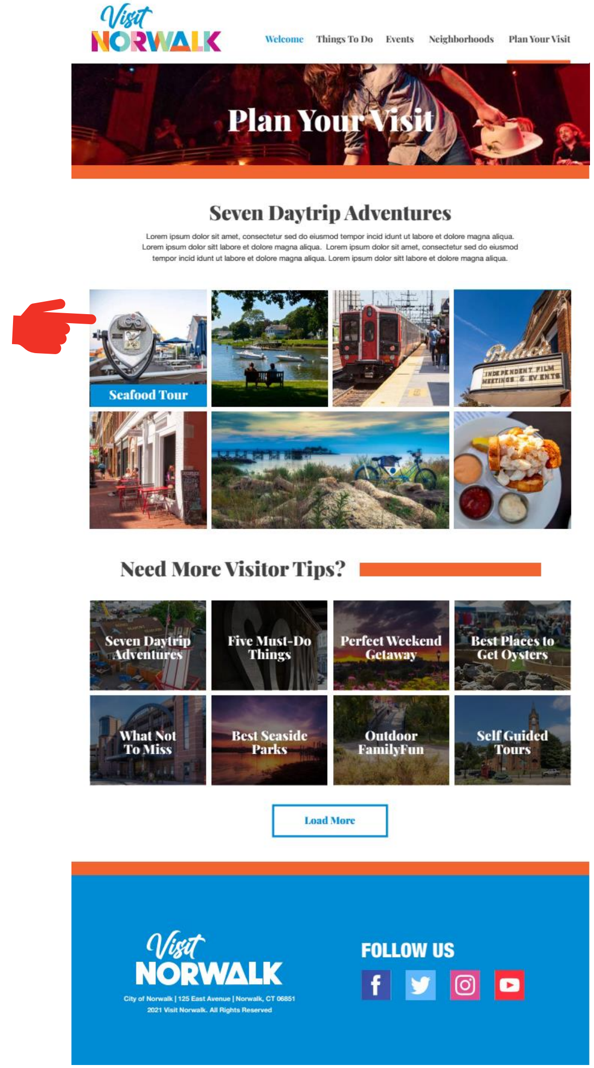
CITY OF NORWALK
TOURISM LOGO

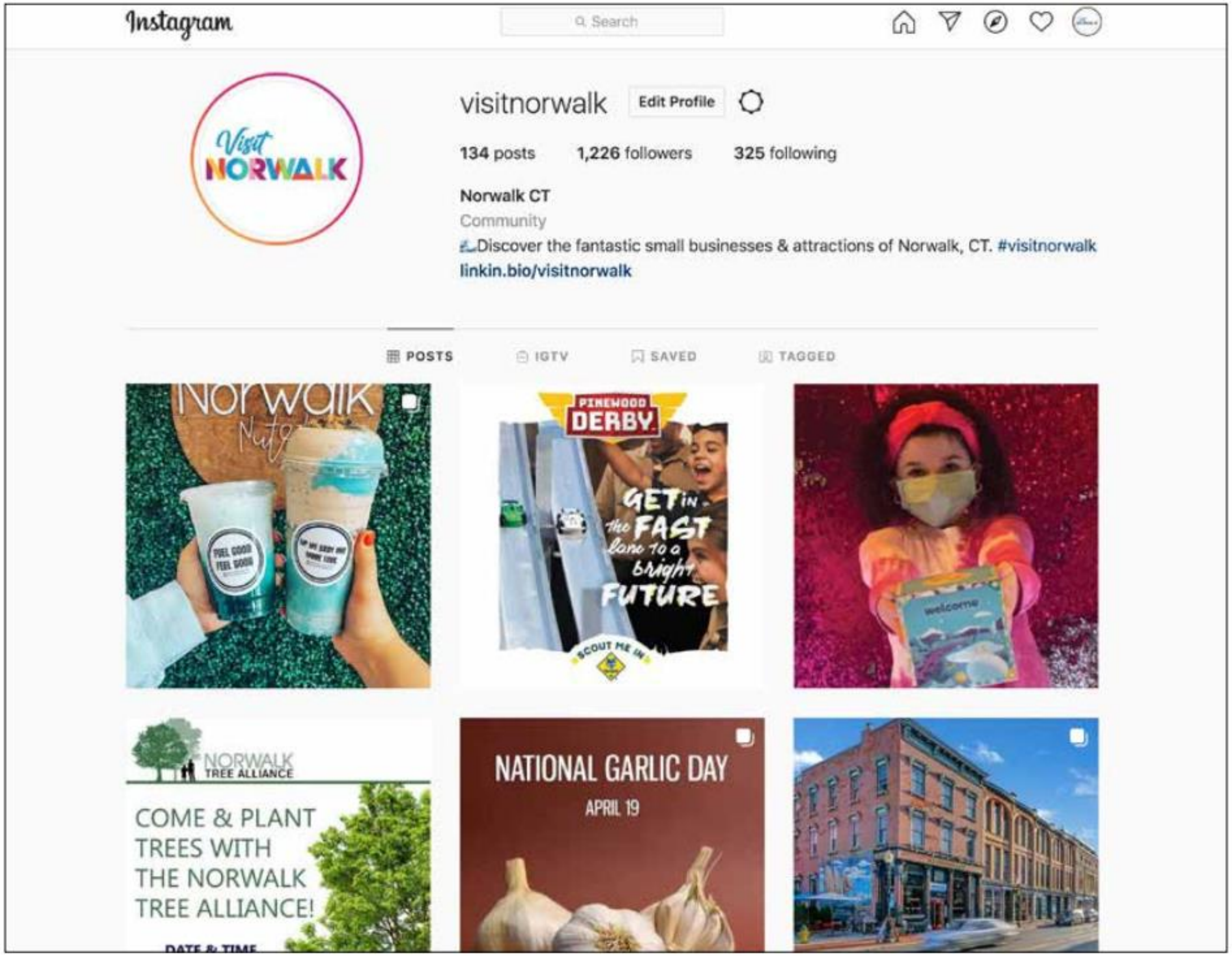
IMPLEMENTATION

VISITNORWALK.ORG

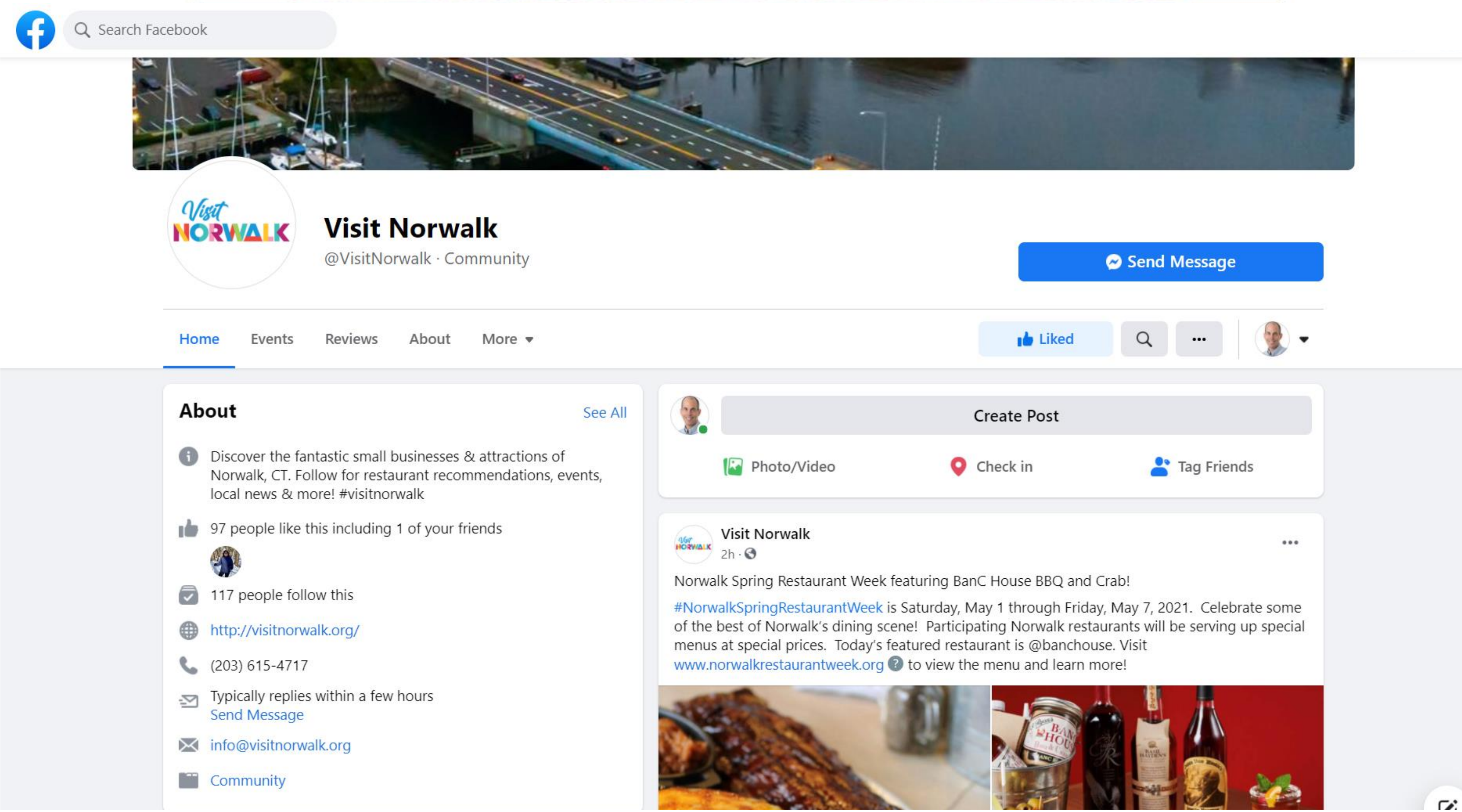



Visit NORWALK
Welcome
Things To Do
Events
Neighborhoods
Plan Your Visit
WELCOME TO
Norwalk
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incid idunt ut labore et dolore magna aliqua.
Explore Norwalk & It's Neighborhoods
Lorem ipsum dolor sit amet, consectetur sed do eiusmod tempor incid idunt ut labore et dolore magna aliqua. Lorem ipsum dolor sitt labore et dolore magna aliqua.
Neighborhoods
Visit Our Beaches & Parks
Lorem ipsum dolor sit amet, consectetur sed do eiusmod tempor incid idunt ut labore et dolore magna aliqua. Lorem ipsum dolor sitt labore et dolore magna aliqua.
Beaches & Parks
Attractions & Places Not To Miss!
Lorem ipsum dolor sit amet, consectetur sed do eiusmod tempor incid idunt ut labore et dolore magna aliqua. Lorem ipsum dolor sitt labore et dolore magna aliqua.
Attractions
Plan Your Visit
Seven Daytrip Adventures
Five Must-Do Things
Perfect Weekend Getaway
Best Places to Get Oysters


Visit NORWALK
Welcome
Things To Do
Events
Neighborhoods
Plan Your Visit
Plan Your Visit
Seven Daytrip Adventures
Lorem ipsum dolor sit amet, consectetur sed do eiusmod tempor incid idunt ut labore et dolore magna aliqua. Lorem ipsum dolor sitt labore et dolore magna aliqua. Lorem ipsum dolor sit amet, consectetur sed do eiusmod tempor incid idunt ut labore et dolore magna aliqua. Lorem ipsum dolor sitt labore et dolore magna aliqua.
Seafood Tour
Need More Visitor Tips?
Seven Daytrip Adventures
Five Must-Do Things
Perfect Weekend Getaway
Best Places to Get Oysters
What Not To Miss
Best Seaside Parks
Outdoor FamilyFun
Self Guided Tours
Load More
Visit NORWALK
City of Norwalk | 125 East Avenue | Norwalk, CT 06851
2021 Visit Norwalk. All Rights Reserved
FOLLOW US


Instagram
Search
visitnorwalk
Edit Profile
134 posts
1,226 followers
325 following
Norwalk CT
Community
Discover the fantastic small businesses & attractions of Norwalk, CT. #visitnorwalk
linkin.bio/visitnorwalk
POSTS
IGTV
SAVED
TAGGED
PINEWOOD
DERBY
GET IN the FAST lane to a bright FUTURE
SCOUT ME IN
NORWALK TREE ALLIANCE
COME & PLANT TREES WITH THE NORWALK TREE ALLIANCE!
NATIONAL GARLIC DAY
APRIL 19

FACEBOOK


Search Facebook
Visit NORWALK
Visit Norwalk
@VisitNorwalk · Community
Send Message
Home
Events
Reviews
About
More
Liked
About
See All
Discover the fantastic small businesses & attractions of Norwalk, CT. Follow for restaurant recommendations, events, local news & more! #visitnorwalk
97 people like this including 1 of your friends
117 people follow this
http://visitnorwalk.org/
(203) 615-4717
Typically replies within a few hours
Send Message
info@visitnorwalk.org
Community
Create Post
Photo/Video
Check in
Tag Friends
Visit Norwalk
2h ·
Norwalk Spring Restaurant Week featuring BanC House BBQ and Crab!
#NorwalkSpringRestaurantWeek is Saturday, May 1 through Friday, May 7, 2021. Celebrate some of the best of Norwalk's dining scene! Participating Norwalk restaurants will be serving up special menus at special prices. Today's featured restaurant is @banchouse. Visit www.norwalkrestaurantweek.org to view the menu and learn more!

FLYER

Saturday, May 1 – Friday, May 7

Spring has sprung and we want to help business bloom at your Norwalk eatery!

To participate, we're asking you to offer a special multi-course, price-fixed menu featuring signature spring dishes for $20.21 per person or $30.21 per person* during Spring Restaurant Week. We hope this pricing will help you make choices for your special menu items, and give you other options (such as different pricing for lunch and dinner specials). We're suggesting that each special menu item includes an appetizer, entrée and dessert.

*Dining prices are only available from May 1 through May 7, 2021 for Spring Restaurant Week special menu items. Special prices do not include taxes, beverages or gratuities, and cannot be combined with any other special offers. Reservations are strongly recommended.

Place your order by Friday, April 9

Please send a PDF of your Spring Restaurant Week special menu by Friday, April 9 to Sabrina Church, Director of Business Development & Tourism at **schurch@norwalkct.org.** Sending photos and descriptions of your special dishes is also highly encouraged. If you have questions or need more information, please call **(203) 939-2202.**

We'll boost your business for free

Each week from Monday, April 12 leading up to and through Spring Restaurant Week, we will be featuring participating eateries and special menus in daily social media posts, weekly e-mail blasts and on **www.VisitNorwalk.org.**

We hope you take advantage of this opportunity to generate more traffic and gain customers. Thanks for helping us make it great to Visit Norwalk!

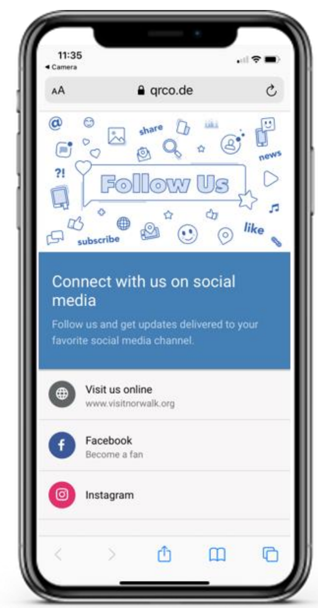
If you're already listed as Visit Norwalk business, please make sure your business information on **www.VisitNorwalk.org** is accurate and up-to-date. It's FREE for you to do so with your Visit Norwalk user account that you can access at www.GoNation.com.

If you're NOT already listed as a Visit Norwalk business, it's **FREE** to join by completing these steps:

1. Create a user account on GoNation at www.GoNation.com
2. Claim your business on GoNation
3. Follow the steps upon approval

Visit NORWALK

PARKING KIOSK




Visit
NORWALK


Visit
NORWALK

TOTE BAG & WATER BOTTLE

COFFEE MUG & POP SOCKET

Thank You &
QUESTIONS

THE PLANNING COMMITTEE
OF THE COMMON COUNCIL

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

TO: MEMBERS, PLANNING COMMITTEE OF THE NORWALK COMMON COUNCIL

FROM: NORWALK REDEVELOPMENT AGENCY STAFF

DATE: APRIL 29, 2021

RE: CDBG PY47 ANNUAL ACTION PLAN

PY47 ANNUAL ACTION PLAN (AAP) PUBLIC PARTICIPATION
There were no comments received on the Annual Action Plan (AAP) during the public comment period March 26 – April 25, 2021 or at the public hearing held on April 1, 2021.

PY47 FUNDS AVAILABLE AND FUNDING RECOMMENDATIONS
The City's CDBG amount available for funding is $1,174,474. This number is comprised of $884,474 of 2021-2021 entitlement funding, $229,000 of program income and $61,000 of prior year resources. The prior year resources is the reallocation of unneeded housing funds that are being made available for Public Facility and Infrastructure projects. The allocation is $8,474 greater than anticipated funding listed in the NOFA and was factored into proposed the funding allocations.

Below is a project summary of funding allocations recommends by the Planning Committee and included in the Annual Action Plan. CDBG program planning and administration will continue to operate according to the 20% formula as prescribed by HUD. All public service activities are capped at 15% of the allocation. All drafts of the PY47 AAP are available online at https://www.norwalkct.org/1412/Community-Development-Block-Grant .

Project	Organization	Program/Project	Request	Funds Allocated
Public Services	East Norwalk Library	Robotics Progrm	$ 9,000.00	$ 9,000.00
	Malta House	Residential and Partnering Success Program	$ 50,000.00	$ 50,000.00
	Open Door Shelter	Job Placement Program	$ 35,000.00	$ 35,000.00
	Person to Person	Eviction and Utility Shutoff Prevention	$ 30,000.00	$ 32,434.00
	Supportive Housing Works	Rent Releif and Eviction Prvention	$ 37,500.00	$ 37,500.00
	Subtotal		**$ 161,500.00**	**$ 163,934.00**
Public Facilities	Carver Foundation	Roof Replacement	$ 87,500.00	$ 87,500.00
	Domestic Violence Crisis Center	Office to Bedroom Conversion	$ 25,500.00	$ 25,500.00
	Norwalk Redevelopment Agency	City Neighborhoods Projects	$ 608,666.00	$ 608,666.00
	Subtotal		**$ 721,666.00**	**$ 721,666.00**
Housing	Home Front	Critical Home Repairs	$ 17,000.00	$ 17,000.00
	Open Door Shelter	Exterior Door Replacement	$ 36,280.00	$ 36,280.00
	Keystone House	Genoa Deck Replacement	$ 12,900.00	$ 12,900.00
	Subtotal		**$ 66,180.00**	**$ 66,180.00**
Administration	Norwalk Redevelopment Agency	CDBG Administration	**$ 222,694.00**	**$ 222,694.00**

REQUESTED ACTIONS:

- Advance the final PY47 Annual Action Plan (AAP) to the Common Council for its approval and to authorize the Mayor to execute any and all documents associated with the submission of the PY47 AAP to HUD and all documents consistent with the approved PY47 AAP.

Links

A direct link to the updated PY47 Annual Action plan is provided below.
https://www.norwalkct.org/DocumentCenter/View/23419/Norwalk-PY47-2021-AAP-Review-Draft-428-

NORWALK

The Sound of Connecticut

2021 Annual Action Plan

DRAFT

Norwalk Redevelopment Agency
3 Belden Avenue
Norwalk, CT 06850

OMB Control No: 2506-0117 (exp. 09/30/2021)

Table of Contents

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The Norwalk, CT PY 2021 Annual Action Plan (PY 2021 AAP) is required each year by the U.S. Department of Housing and Urban Development (HUD) for the City to receive federal Community Development Block Grant (CDBG) funding for affordable housing and community development initiatives benefitting primarily low- and moderate-income persons.

Annually, the City develops its AAP in which it will describe the planned investment of these federal resources to implement specific activities. This AAP is the second year of the 5-Year Consolidated Plan (Con Plan) for the City's CDBG program.

In PY 2021, the City of Norwalk anticipates receiving $884,474 for CDBG, and other funding and resources that will help facilitate the execution of the plan's strategies and activities. Assuming the same allocation for each of the three remaining years in the Con Plan, the City will receive $2,653,422 in additional CDBG funding for the remainder of the Con Plan.

2. Summarize the objectives and outcomes identified in the Plan

The City of Norwalk has developed its strategic plan based on an analysis of the data presented in the 5-Year Con Plan and an extensive community participation and consultation process. Through these efforts, the City has identified four priority needs with associated goals to address those needs. The priority needs with associated goals include:

Priority Need: Increase high quality and affordable housing

- Residential rehabilitation

Priority Need: Modernize public facilities and infrastructure

- Public facility rehabilitation
- Improve public infrastructure: modern & safe

Priority Need: Increase in available social services

- Basic services
- Health & mental health services
- Employment training
- Housing services

Priority Need: Expand economic opportunities

- Economic development: technical assistance

In PY 2021, the City will focus on priority needs Modernize public facilities and infrastructure and Increase in available social services. For more details, please refer to AP-20 for a summary of goals, objectives, and outcomes in the AAP.

3. Evaluation of past performance

The City, with other public, private and non-profit community housing providers and non-housing service agencies have made significant contributions to provide safe, decent and affordable housing, a suitable living environment and economic opportunities especially for low to moderate income individuals in the community. However, improvements to public facilities and infrastructure, vital public services for LMI, and affordable housing remain some of the most prolific needs facing Norwalk, as documented by the current Consolidated Plan and the 2019 Consolidated Annual Performance and Evaluation Report (CAPER).

The summary of past performance reported below was taken from the City's most recently completed CAPER completed for PY 2019:

Affordable Housing: The City assisted 4 single-unit and 28 multi residential units for low- and moderate-income (LMI) households with housing rehab in its CDBG Housing Rehab Program. There were also 583 persons who were assisted through emergency financial assistance to avoid utility shut-off, security deposits to obtain suitable housing and eviction. Through code enforcement activities the City assisted 100 households with inspections, and bringing the property into compliance. Other than owner-occupied housing rehab, the City was largely successful with all housing projects. The City's rehab program continues to identify more households with this need and anticipates meeting its goals in upcoming program years.

Public Facilities and Infrastructure Improvements: The City made improvements to neighborhood facilities that had an areawide benefit to 10,769 persons in LMI areas. There was an areawide benefit of 5,005 who were assisted with facility modernization activities through improvements to public parks and rec facilities at the locations of Ryan Park, Freese Park and Klondike Park. Community cleanup of a contaminated site within the City Neighborhoods area had an areawide benefit to 2,985 persons for the purpose of developing a public park. The City met or exceeded most of its goals for this project.

Public Services: The City supported public services that improved the quality of life of residents. Basic services for the elderly and youth programs benefitted 1,214 LMI persons. For the elderly, assistance was provided by Senior Services Coordinating Council. Services for youth included enrichment and education and were provided by the East Norwalk Library Association, Higher Ed Literacy Professionals, Saturday Academy, and the SAVE Check and Connect program. Mental health services benefitted 500 LMI persons and services were provided by the Child Guidance Center and the Domestic Violence Crisis Center. The City met or exceeded most of its goals for public services.

Economic Development: There were 35 LMI persons that benefitted from employment training services at the Open Door Shelter Jobs Program located at the new Smilow Life Center. The job training program provides job skills training, coaching and job placement for homeless individuals and youth living in poverty. The City did not meet its goals for job training and will revise this goal.

4. Summary of Citizen Participation Process and consultation process

Full details of the City's citizen participation outreach efforts are available in AP-12 Citizen Participation.

5. Summary of public comments

Full details of the City's citizen participation outreach efforts are available in AP-12 Citizen Participation.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments and views were accepted. Comments outside the scope of the plan were not addressed.

7. Summary

In summary, the PY 2021 Annual Action Plan has been developed with community input and reflect the needs of the City.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	NORWALK	Norwalk Redevelopment Agency

Table 1 – Responsible Agencies

Narrative (optional)

The City of Norwalk has designated the Norwalk Redevelopment Agency (Agency) as the administrator and sole sub-recipient of Norwalk's annual entitlement of Community Development Block Grant (CDBG) funds. The Agency has a mission to improve the physical economic and social environment of the Norwalk Community by serving as the primary governmental organization dedicated to promoting commercial development, to preserving and improving the City's housing stock and to securing and administrating the resources required to carry out these goals. As administrator of the CDBG program, the Agency is responsible for overall program management, coordination, monitoring, reporting and evaluation.

The Agency is responsible for the implementation of the City's urban renewal/redevelopment and economic activities; for ensuring all program activities are carried out in a timely manner consistent with grant conditions, State and Federal regulations; for acting as contact between the CDBG program and other City Departments, Federal and State agencies and the general public; for seeking out and applying for other funding sources to help leverage funds; for monitoring all activities for timely implementation; for preparing certificates of consistency for Norwalk social service providers; for compiling and submitting grant reports; for supervising personnel; for initiating and obtaining approvals for program and budget amendments; for processing payment request; and for ensuring that appropriate program and financial records are maintained. The Agency works with the Mayor and Common Council for appropriate program approval, as stated in the Citizen Participation Plan.

Consolidated Plan Public Contact Information

Norwalk Redevelopment Agency
3 Belden Avenue
Norwalk, CT 06850
bbidolli@norwalkct.org
(203)854-7810

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Norwalk developed an outreach effort to maximize input from a large cross-section of stakeholders. The outreach effort included public meetings, stakeholder meetings, published meeting notices, and a web survey conducted in both English and Spanish.

Several housing, social service agencies, and other organizations serving the City of Norwalk were consulted during the development of this plan. Participants included affordable housing providers, neighborhood organizations, homeless and social service providers, and city staff members

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City of Norwalk developed an outreach effort to maximize input from a large cross-section of stakeholders. The outreach effort included public meetings, stakeholder meetings, published meeting notices, and a web survey conducted in both English and Spanish.

Several housing, social service agencies, and other organizations serving the City of Norwalk were consulted during the development of this plan. Participants included affordable housing providers, neighborhood organizations, homeless and social service providers, and city staff members.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Norwalk continues to commit significant resources to the planning and implementation of efforts to prevent and end homelessness. The Norwalk/Fairfield County Continuum of Care (CoC), known as the Opening Doors Fairfield County (ODFC) serves the communities of Norwalk, Weston, Wilton, Westport, Darien, Brookfield, Redding, Ridgefield, Sherman Newtown and New Canaan.

Based on a Collective Impact Model, ODFC uses the goals and objectives set forth by the Federal Opening Doors strategic plan as a common agenda that embodies five major themes:

1) Increased leadership, collaboration, and civic engagement;
2) Increased assess to stable and affordable housing;
3) Increase economic security;
4) Improved health and housing stability; and
5) Retool the homeless crisis response system.

Shared metrics established by federal legislation are in place to measure ODFC's success and includes the reduction in length and time people are homeless; rate at which people return to homelessness; reduction in first time homelessness; and overall reduction of people who are homeless. ODFC is structured by a governing body of experts and key cross-sector participants who directly and indirectly work with this population.

The efforts of ODFC are embedded in the working committees supported by dedicated staff from two agencies that keep members on tasks and committee's work plans on schedule. Referred to as the "Backbone Organizations." Supportive Housing Works and the Connecticut Coalition to End Homelessness strategically partner to provide ongoing facilitation, technology and communication support required for a working collaboration.

ODFC uses the goals and objectives set for by Opening Doors – CT, in alignment with the federal Opening Doors plan, to guide its work. These goals are:

- Finish the job of ending chronic homelessness by 2020
- Prevent and end homelessness among families, youth and children by 2020
- Set a path to ending all types of homelessness

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The Norwalk/Fairfield County Continuum of Care (CoC) works with the Connecticut Department of Housing (DOH) to ensure alignment between the CoC's strategic goals and the uses of Emergency Shelter Grants (ESG). Homeless housing assistance and service providers within the Norwalk/Fairfield County CoC are eligible to submit competitive grant applications to the State of ESG. None of the jurisdictions in the Norwalk/Fairfield County CoC are ESG entitlement communities. Stakeholders feel that Norwalk/Fairfield County CoC is not directly consulted by the State on how ESG should be allocated or distributed. The CoC is working to increase coordination with the DOH by acting as a quality control agent when an agency within the Norwalk/Fairfield County CoC receives ESG from the State. In this role the CoC collects project performance reports and ensures the project maintains compliance with ESG requirements. Furthermore, the DOH has attended Norwalk/Fairfield County CoC Meetings.

The Norwalk/Fairfield County CoC has designated the Connecticut Coalition to End Homelessness (CCEH) as the lead homeless management information systems (HNIS) organization. The CoC has an HMIS Policy and Procedures Manual which requires the lead organization to input data accurately and in a timely manner.

OMB Control No: 2506-0117 (exp. 09/30/2021)

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	NORWALK REDEVELOPMENT AGENCY
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
2	**Agency/Group/Organization**	Norwalk Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
3	**Agency/Group/Organization**	St. Vincent's Behavioral Health Services
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
4	**Agency/Group/Organization**	HUMAN SERVICES COUNCIL, INC.
	Agency/Group/Organization Type	Services - Housing Services-Health Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Market Analysis

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
5	**Agency/Group/Organization**	Norwalk International Cultural Exchange (NICE INC)
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
6	**Agency/Group/Organization**	Norwalk Public Schools
	Agency/Group/Organization Type	Services-Education Other government - Local
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
7	**Agency/Group/Organization**	Norwalk Transit District
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
8	**Agency/Group/Organization**	ODYSSEY FAMILY EXECUTIVE CENTER OF SOUTH NORWALK, INC.
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Market Analysis

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
9	**Agency/Group/Organization**	Greater Norwalk Chamber of Commerce
	Agency/Group/Organization Type	Business Leaders
	What section of the Plan was addressed by Consultation?	Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
10	**Agency/Group/Organization**	ACTION FOR BRIDGEPORT COMMUNITY DEVELOPMENT
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
11	**Agency/Group/Organization**	CT-503 CoC, Opening Doors of Fairfield County
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
12	**Agency/Group/Organization**	FAMILY & CHILDREN'S AGENCY
	Agency/Group/Organization Type	Services-homeless Services-Health Services-Education

	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Families with children Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
13	**Agency/Group/Organization**	Norwalk Health Department
	Agency/Group/Organization Type	Services-Health Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
14	**Agency/Group/Organization**	City of Norwalk - Building & Code Enforcement Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
15	**Agency/Group/Organization**	Riverbrook Regional YMCA
	Agency/Group/Organization Type	Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.

16	**Agency/Group/Organization**	NAACP
	Agency/Group/Organization Type	Regional organization Civic Leaders
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.
17	**Agency/Group/Organization**	CITY OF NORWALK - MAYOR'S OFFICE
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended stakeholder meetings.

Identify any Agency Types not consulted and provide rationale for not consulting

All entities were considered for consultation.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Opening Doors Fairfield County	The homelessness strategy was developed in consultation with Opening Doors Fairfield County, the lead agency for the regional CoC.
Analysis of Impediments to Fair Housing Choice	Norwalk Redevelopment Agency	Barriers to affordable housing opportunities from the AI were included in the Con Plan.

Table 3 – Other local / regional / federal planning efforts

Narrative

In accordance with 24 CFR 91.100(4), the City of Norwalk will notify adjacent units of local government of the non-housing community development needs included in its Con Plan. Norwalk will continue to interact with public entities at all levels to ensure coordination and cooperation in the implementation of the Con Plan and thereby maximize the benefits of the City's housing and community development activities for the residents being served.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The City of Norwalk is engaged in ongoing efforts to coordinate among its network agencies and nonprofit organizations that deliver housing, community and economic development services to the community. As the administrators of HUD's CDBG program, the City's Norwalk Redevelopment Agency has open lines of communication with the City's many nonprofit and social service agencies, which are also given opportunities to participate in the planning process. These community stakeholders help provide input that shapes the priority needs and strategies to address the needs identified in the City's plan.

Norwalk Redevelopment Agency staff also attempt on an ongoing basis to encourage participation by all citizens with special emphasis on persons of low- to moderate-incomes and those with special needs to participate in the planning process. See below for a summary of details on the City's citizen participation efforts:

Public Comment Period – A draft of the 2021 AAP Plan was placed on electronic display through the City of Norwalk's Website and various locations for 30 days beginning March 26, 2021 to April 25, 2021. The AAP was distributed in hard copy to the Main and South Norwalk branch libraries, the Norwalk Housing Authority, the South Norwalk Community Center and the Norwalk Redevelopment Agency office.

Public Hearing – The Planning Committee held a public hearing on the draft 2021 AAP on April 1, 2021 at 7:00PM to obtain comments on the draft PY2021 AAP Plan.

Other Dates: The Planning Committee will advance the draft 2021 AAP to the Common Council on May 6, 2021 for approval. On May 11, 2021 the Common Council will approve the Mayoral signing of the 2021 AAP for HUD submission.

OMB Control No: 2506-0117 (exp. 09/30/2021)

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	
1	Public Review Period	Non-targeted/broad community	A draft of the PY 2021 AAP Plan was placed on electronic display through the City of Norwalk's Website and various locations for 30 days beginning March 26, 2021 to April 25, 2021. Comments could be sent to the Norwalk Redevelopment Agency office at the contact listed in the PR-05 of this plan.	All comments are accepted.	All comments are accepted.	
2	Public Hearing	Non-targeted/broad community Common Council	The Planning Committee held a public hearing on the draft 2021 AAP on April 1, 2021 at 7:00PM to obtain comments on the draft PY2021 AAP Plan.	All comments are accepted.	All comments are accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The following table provides an overview of the City of Norwalk's CDBG allocation for the 2021 program year, the remainder years of the Con Plan, and other funding and resources that will help facilitate the execution of the plan's strategies and activities.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	884,474	229,000	61,000	1,174,474	3,340,422	The Norwalk Redevelopment Agency will used CDBG funds to increase high quality affordable housing, expand economic opportunities, modernize public facilities and infrastructure, and increase available social services to residents of Norwalk. Expected amount available is 3x more years of the annual allocation and program income.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City awards a portion of its annual CDBG allocation as grants to local organizations through a competitive process and recommends applicants provide matching funds, $2/$1 match for public service programs and a $1/$1 match for all other programs. Organizations in receipt of these grants receive support from an array of public and private sources to provide high quality and innovative programming in service of the community. The Norwalk Redevelopment Agency (Agency) works strategically so that federal funds attract additional funding and spur private development to meet the needs of the community.

HUD awarded a $30 million Choice Neighborhood Implementation grant to the Norwalk Housing Authority and the Agency in 2014. This transformational project will leverage approximately $120 million dollars from private, federal and state resources, which consists of approximately $95 million in housing resources, over $8 million for Critical Community Investments and about $16.4 million for the delivery of social services. Funding sources for Critical Community Investments include CDBG, private developers, the City of Norwalk's Capital Budget, the State of Connecticut Departments of Transportation and Housing and the Connecticut Housing Finance Authority. The Choice Neighborhood Initiative project will rebuild the outdated 136-unit Washington Village public housing development into a new 273-unit mixed income preserving and creating additional affordable housing, preserve multi-family housing in the area, and improve Ryan Park, the South Norwalk Community Center, walkability through the Complete Streets initiative, residential façades and public safety. It will position the neighborhood to build a better future for current residents and welcome new households and businesses interested in bringing new vitality to the area.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public facility rehabilitation	2020	2024	Homeless Non-Homeless Special Needs		Modernize public facilities and infrastructure	CDBG: $392,646	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 40 Households Assisted Homelessness Prevention: 200 Persons Assisted
2	Improve public infrastructure: modern & safe	2020	2024	Non-Housing Community Development		Modernize public facilities and infrastructure	CDBG: $392,646	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 5500 Households Assisted
3	Basic services	2020	2024	Affordable Housing Public Housing Non-Homeless Special Needs Non-Housing Community Development		Increase in available social services	CDBG: $40,813	Public service activities for Low/Moderate Income Housing Benefit: 1520 Households Assisted Public Services activities for Low/Moderate Income Housing Benefit: 33385 persons
4	Health & mental health services	2020	2024	Non-Homeless Special Needs		Increase in available social services	CDBG: $81,813	Public service activities for Low/Moderate Income Housing Benefit: 140 Households Assisted

OMB Control No: 2506-0117 (exp. 09/30/2021)

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Employment training	2020	2024	Non-Housing Community Development		Increase in available social services	CDBG: $66,813	Public service activities for Low/Moderate Income Housing Benefit: 30 Households Assisted
6	Housing services	2020	2024	Affordable Housing Public Housing		Increase in available social services	CDBG: $101,747	Public service activities for Low/Moderate Income Housing Benefit: 20 Households Assisted
7	Residential rehabilitation	2020	2024	Affordable Housing		Increase high quality and affordable housing	CDBG: $97,993	Rental units rehabilitated: 15 Household Housing Unit Homeowner Housing Rehabilitated: 5 Household Housing Unit

Table 6 – Goals Summary

Goal Descriptions

1	**Goal Name**	Public facility rehabilitation
	Goal Description	Fund public facility improvements that benefit low- and moderate-income households and persons with special needs. Includes senior centers (03A), handicapped centers (03B), homeless facilities (03C), youth centers (03D), neighborhood facilities (03E), parks and recreational facilities (03F), fire stations/equipment (03O), and facilities for HIV/AIDS patients (03S).
2	**Goal Name**	Improve public infrastructure: modern & safe
	Goal Description	Fund non-housing community development proposals that eliminate threats to public health and safety. Inclusive of flood drainage improvements (03I), water/sewer improvements (03J),street improvements (03K), sidewalks (03L)
3	**Goal Name**	Basic services
	Goal Description	Basic services include senior services (05A), youth services (05D), and childcare services (05L).

OMB Control No: 2506-0117 (exp. 09/30/2021)

4	**Goal Name**	Health & mental health services
	Goal Description	Health & mental health services include substance abuse services (05F), services for battered and abused spouses (05G), services for abused and neglected children (05N), and mental health services (05O).
5	**Goal Name**	Employment training
	Goal Description	Assistance to increase self-sufficiency, including literacy, independent living skills, resume writing, job coaching, "how to get and keep a job" training, or training students in a particular field on skill when there is no tie to a specific position or business. CDBG Matrix Code: 05H
6	**Goal Name**	Housing services
	Goal Description	Housing services include operating costs of homeless and HIV/AIDS patients programs (03T), fair housing activities (05J), subsistence payments (05Q), security deposits (05T), and housing counseling (05U).
7	**Goal Name**	Residential rehabilitation
	Goal Description	Extend the useful life of existing affordable housing through weatherization, repair, and rehabilitation programs. The goal is inclusive of single- and multi-unit residential rehab CDBG Matrix Codes 14A and 14B, respectively and housing rehab administration (14H)

Projects

AP-35 Projects – 91.220(d)

Introduction

The following projects were selected to be funded by CDBG for FY 2021.

Projects

#	Project Name
1	CDBG: Administration
2	CDBG: Public Services
3	CDBG: Public Facilities & Infrastructure
4	CDBG: Housing Programs

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The majority of Norwalk's projects, including public service, housing, public facility, and public infrastructure activities, are selected through a competitive process. All CDBG projects and programs funded in 2021 were chosen because they address the high priority needs identified through the Needs Assessment. Projects selected for CDBG funding were prioritized on efficient utilization of non-CDBG funds and ability to serve the largest number of beneficiaries.

AP-38 Project Summary

Project Summary Information

1	**Project Name**	CDBG: Administration
	Target Area	
	Goals Supported	Basic services
	Needs Addressed	Increase in available social services
	Funding	CDBG: $222,694
	Description	CDBG funds will be used to cover costs associated with the administration of the City's CDBG Program for the 2021 fiscal year.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	N/A. Admin activities to support CDBG projects.
	Location Description	Admin of the CDBG program citywide.
	Planned Activities	See description. HUD Matrix Code: 20, 21A, 21C, 21D, 21E
2	**Project Name**	CDBG: Public Services
	Target Area	
	Goals Supported	Basic services Health & mental health services Employment training Housing Services
	Needs Addressed	Increase in available social services
	Funding	CDBG: $163,934
	Description	The City will allocate CDBG funds towards basic public services, health and mental health services, employment training and housing services and assist LMI individuals and households.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	Public Services activities for Low/Moderate Income Housing Benefit: 33,385 persons Public Services activities for Low/Moderate Income Housing Benefit: 1,710 households
	Location Description	Public services to eligible persons and households to be provided citywide.
	Planned Activities	Planned activities for public services are: East Norwalk Library (HUD Matrix Code: 05D): $9,000 Malta House Residential and Partnering Success Program (HUD Matrix Code: 05H): $50,000 Open Door Shelter Employment First Job Placement Program (HUD Matrix Code: 05H): $35,000 Person to Person - Eviction and utility shutoff prevention (HUD Matrix Code: 05Q): $32,434 Supportive Housing Works - Rent relief / eviction protection (HUD Matrix Code: 05Q): 37,500
3	**Project Name**	CDBG: Public Facilities & Infrastructure
	Target Area	
	Goals Supported	Public facility rehabilitation Improve public infrastructure: modern & safe
	Needs Addressed	Modernize public facilities and infrastructure
	Funding	CDBG: $721,666
	Description	The City will allocate CDBG funds towards public facilities and infrastructure improvements to assist LMI individuals and households. This includes $61,000 from prior year funds to go towards public facilities and infrastructure.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Public Facility or Infrastructure for Low/Moderate Income Housing Benefit: 5,590 households Homelessness Prevention: 200 persons
	Location Description	Eligible activities citywide.

	Planned Activities	Planned public facilities improvement activities include: Stair Project: $300,000 Other Facilities & Infrastructure: Carver Foundation - Roof Replacement (HUD Matrix Code: 03E): $87,500 Domestic Violence Crisis Center - Office to bedroom conversion (HUD Matrix Code: 03C): $25,500 Public Infrastructure Improvements (HUD Matrix Code: 03K, 03Z)
4	**Project Name**	CDBG: Housing Programs
	Target Area	
	Goals Supported	Residential rehabilitation
	Needs Addressed	Increase high quality and affordable housing
	Funding	CDBG: $66,180
	Description	Increase high quality and affordable housing
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Rental units rehabilitated: 15 Household Housing Unit Homeowner Housing Rehabilitated: 5 Household Housing Unit
	Location Description	Eligible activities citywide.
	Planned Activities	Planned activities for housing programs include (HUD Matrix Code: 14A, 14B, 14H): Home Front - Critical Home Repairs: $17,000 Open Door Shelter - Exterior door replacements: $36,280 Keystone House Genoa Deck Replacement: $12,900

OMB Control No: 2506-0117 (exp. 09/30/2021)

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Norwalk does not allocate funding based solely on geographic requirements. Individuals or households must meet income qualifications in order to receive direct assistance from activities and services in the CDBG program. For eligible activities to public facilities & infrastructure improvements as well as economic development opportunities the City will be targeting low- to moderate-income identified census tract areas in need. See below on how the City will determine these areas.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City of Norwalk does not allocate funding based solely on geographic requirements. When the project or planned activities are intended to serve individuals or households directly, those individuals or households must meet income qualifications, as well as residency requirements, in order to receive assistance from the program. In these instances, City staff and/or one of its partner agencies shall complete an in-take and eligibility status review of the applicant individual, or household, before the project/activity is initiated.

Additionally, the City has identified infrastructure and public facility improvement activities. In which case, the planned activities will serve a community, neighborhood or "area". These projects (or activities) are said to have an "area-wide" benefit. Per HUD requirements, these areas must be within an eligible Census Tract, as defined by HUD-CDBG regulations, whereby the majority of the residents are low to moderate-income.

To determine these Tracts the City will be utilizing HUD CDBG Low Mod Income Summary Data (LMISD) from the HUD Exchange website, which has redefined the eligible tracts within the jurisdiction. The identified census block group tracts within the jurisdiction that are considered low-moderate income can be found on the HUD Exchange website at: https://www.hudexchange.info/programs/acs-low-mod-summary-data/

OMB Control No: 2506-0117 (exp. 09/30/2021)

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City anticipates to continue working on housing assistance for LMI households and has added new housing projects and goals. The City has also determined that existing housing rehab projects will be funded from available RL funds, and will prioritize these assistance projects.

One Year Goals for the Number of Households to be Supported	
Homeless	15
Non-Homeless	5
Special-Needs	0
Total	20

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	20
Acquisition of Existing Units	0
Total	20

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

N/A

AP-60 Public Housing – 91.220(h)

Introduction

The Norwalk Housing Authority (NHA) is the principal provider of assisted housing in Norwalk. NHA operates 18 public housing properties with a total of 1,034 units. All units are intended to serve low- and moderate-opportunity households, with 698 units targeting families and 336 units targeting elderly. Additionally, NHA manages 896 Section 8 Housing Choice Vouchers.

Actions planned during the next year to address the needs to public housing

In PY 2021 the NHA plans to complete the third and final phase of the Soundview Landing (buildings D and E) development project. Completion is scheduled for June and July 2021.

The NHA is currently in the process of planning the renovation of Colonial Village, a 200 affordable multifamily unit housing development which was originally built in 1952. The development is situated on 25.7 acres of which 7.6 acres are vacant. The redevelopment plan calls for a multiphase effort that when completed will have available 269 affordable units.

Using the Choice Neighborhoods Initiative grant, NHA added 21 project-based vouchers for the Washington Village Development (Soundview Landing is the name of the CNI development) under Phase II, which was completed last March 2020. For Phase III, NHA will add 26 more project-based vouchers with a projected completion date of July 2021. The NHA intends to apply for a Choice Neighborhoods Initiative (CNI) planning grant in 2020-2021 for the redevelopment of Roodner Court once grants are again available.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

NHA has a Resident Advisory Board (RAB) to give residents a voice in making recommendations for the development of NHA's Five-Year Plan. Educating residents on the purpose of the RAB and how their feedback will be used to inform planning efforts can help encourage participation. There are currently 19 RAB members. Comments from RAB members and responses from NHA are publicized for transparency.

As part of CNI, NHA plays a vital role in informing residents of Washington Village their right to return to the new development with first priority through public and resident meetings along with partnering with local organizations to provide services related to education, employment, health, and wellness.

The NHA's Section 8 Homeownership program provides eligible Norwalk Section 8 Housing Choice Voucher and Public Housing residents with the opportunity to purchase a home with Section 8 assistance. For first time homebuyers who meet minimum employment, income and financial requirements, and with a mortgage of 20 years or longer, NHA can assist with a portion of the monthly mortgage for 15 years.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A. The NHA is not designated as troubled.

Discussion

N/A.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Norwalk does not directly receive Emergency Solutions Grant (ESG) or Housing Opportunities for Persons with AIDS funds. These funding sources are administered through the Fairfield County Continuum of Care/Opening Doors Fairfield County (ODFC). The City will continue to support and collaborate with ODFC and homeless housing and service providers to prevent and end homelessness. The initiatives of ODFC are:

- **Ending Chronic Homelessness:** Streamlining and standardizing the housing process to minimize roadblocks for all people experiencing homelessness. A list of persons experiencing homelessness is created and updated continuously and a system of standardized tracking ensures the community's most vulnerable citizens are quickly and efficiently connected with the most appropriate housing options.
- **Project Homeless Connect:** Providing free access to comprehensive health and human services in one location, on one day each year.
- **Annual Point-in-Time Count (PIT):** Each January, Opening Doors of Fairfield County [ODFC] staff and volunteers partner with the Connecticut Coalition to End Homelessness [CCEH] to conduct a hands-on count of homeless residents located within the Fairfield County region. The annual Point in Time Count is mandated by the U.S. Department of Housing and Urban Development [HUD] to provide a snapshot of homelessness on a single night.

Opening Doors Fairfield County (ODFC) operates a Food, Fuel and Shelter community. This group consists of staff from governmental agencies and nonprofits involved in providing food, fuel, and shelter services to households impacted by poverty, food insecurity, and homelessness. The primary function of this group is to collaboratively identify service gaps and discuss strategies for solutions addressing homelessness.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

ODFC operates the Fairfield County Coordinated Access Network (CAN), providing one point of entry for anyone experiencing a housing crisis by calling 2-1-1. A housing specialist provides referrals to service providers to prevent people from entering the homeless system. In conjunction with a continuously updated list of homeless individuals, CAN uses the Vulnerability Index – Service Prioritization Decision Assistant Tool when providing referrals. More commonly referred to as the VI-SPDAT, the tool is an evidenced-based common assessment tool that informs the type of housing intervention needed to end homelessness. The tool assesses the health and service needs of homeless individuals and families, and guides placements on the Housing Registry.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Open Door provides an emergency shelter with over 95 beds and operating a kitchen and pantry in the same building. Additionally, counseling, case management, educational opportunities, job training and certification, employment assistance, and supportive housing services are offered at the nearby Smilow Life Center. Homeless individuals with special needs in need of emergency and transitional housing are also addressed at various service providers such as the Domestic Violence Crisis Center and Malta House.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

In addition to the services described previously, ODFC provides several intervention services to ensure that individuals experiencing homeless receive stable housing. This includes Rapid Rehousing, Housing First Collaborative (HFC), and Permanent Supportive Housing (PSH). Rapid Rehousing provides just enough financial assistance and services to help people experiencing homelessness find appropriate housing. HFC immediately moves homeless individuals from the streets or shelters into their own housing units and provides time-limited case management support. PSH provides affordable housing and holistic case management services to clients who are at repeated risk of homelessness. Other homeless service providers, such as Family & Children's Agency, offer supportive housing programs to help formerly homeless adults learn the skills to maintain housing and independent living through individual case management, educational workshops, and other community-based activities.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

ODFC conducts a diversion strategy to prevent households from entering a shelter by providing immediate alternate housing arrangements. Diversion assistance includes security deposits, hotel stays, car repair, and transportation costs. These services can be reach through 2-1-1.

NHA hosts a family self-sufficient program for their clients to achieve financial stability after leaving public housing. Services include job training, job referrals, resume development, financial literacy and management, credit counselling and repair, homeownership programs, mortgage assistance, higher education, and parenting skills. Participants who see increases in income will be able to save a portion of their rent into an escrow savings account, only to be received after graduating from the program. Participants are also eligible to participate in NHA's Section 8 Homeownership program if they meet eligibility requirements, allow HCV holders to purchase a home with Section 8 assistance. NHA can provide mortgage assistance for up to 15 years.

In addition to the services described previously, Family & Children's Agency participates in the State's Empowering People for Success Program (EPS). The program assists current and past recipients of Temporary Assistance for Needy Families (TANF) achieve self-reliance and independence. The program consists of three components: prevention services, safety net, and employment success. Prevention services provides program participants who are in jeopardy of losing TANF benefits a second chance based on Individual Performance Contracts (IPC). Safety net provides financial assistance for up to twelve months participants who have exhausted TANF time limits and cannot receive an extension. Finally, the Employment Success Program assists clients who are receiving benefits for the first time, providing intensive support to eliminate barriers to sustained employment and identify and achieve personal goals.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Norwalk is currently in the process of updating its Analysis of Impediments to Fair Housing Choice (AI); the following contributing factors to affordable and fair housing were identified in the most recent draft of the AI: housing cost burden, land use and zoning laws, location and type of affordable housing, lack of access to community assets, and discriminatory practices in the private sector.

While cost-burden is the largest barrier to affordable housing in Norwalk, these needs are exacerbated by policies and historical precedent that do not further fair housing choice. Norwalk intends to use all possible sources of funding and leverage to create and preserve affordable and fair housing.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City will continue to enforce and expand the workforce housing regulation requires that developments with twenty units or more shall provide a minimum of 10% of the total number of housing units as affordable workforce housing unit. The housing units are deed restricted to remain affordable in perpetuity. Payment in-lieu of affordable housing is offered as an alternative for developers to continue increasing the supply of affordable housing options in Norwalk. Rehabilitation and preservation of existing housing stock will be the primary method of increasing affordable housing supply and choices in Norwalk. NHA will continue to recruit landlords to participate in the Section 8 program, especially in higher opportunity areas, and convert public housing to other forms of affordable housing as necessary to maintain quality homes in the housing inventory.

Following up on improving opportunities for low- and moderate-income residents, Norwalk is also planning to increase accessibility to community assets, particularly regarding transit-oriented development (TOD). TOD efforts in growing areas and centers of employment, such as East Norwalk and along the Merritt Parkway, will increase access to jobs for LMI residents. Additionally, Wheels2U, a free on-demand shuttle service, will be assessed to improve transit options for Norwalk residents. At a grassroots level the City will work to establish neighborhood organizations in areas where they do not exist to help engage residents and local stakeholders.

To address discriminatory behavior, the City will collaborate with the Connecticut Fair Housing Center, local banks, and the Connecticut Housing Finance Authority to provide education on fair housing, financial literacy, credit counseling, and foreclosure counseling for all parties involved.

AP-85 Other Actions – 91.220(k)

Introduction:

The City of Norwalk has designated the Norwalk Redevelopment Agency (NRA) as the administrator of Norwalk's annual entitlement of CDBG funds. The agency has a mission to improve the physical economic and social environment of the Norwalk Community by serving as the primary governmental organization dedicated to promoting commercial development, to preserving and improving the City's housing stock and to securing and administrating the resources required to carry out these goals. As administrator of the CDBG program, the agency is responsible for overall program management, coordination, monitoring, reporting and evaluation. This section provides other actions the NRA will take to address the needs of the community.

Actions planned to address obstacles to meeting underserved needs

The City of Norwalk will continue to implement and annually assess its Language Access Plan to assist individuals with limited English proficiency. If there arises the need, the City will make available citizen participation outreach and notices in other languages.

Actions planned to foster and maintain affordable housing

The City will continue to work on housing rehab projects through its Rehab Program. In PY 2021, this program will be funded with existing RL funds. The City will also continue to enforce the workforce housing regulation requires that developments with twenty units or more shall provide a minimum of 10% of the total number of housing units as affordable workforce housing unit. The housing units are deed restricted to remain affordable in perpetuity. Payment in-lieu of affordable housing will be offered as an alternative for developers to continue increasing the supply of affordable housing options in Norwalk.

Actions planned to reduce lead-based paint hazards

The Norwalk Health Department will continue to conduct lead poisoning prevention and control efforts through its Housing Program. The Housing Section uses trained and certified staff to conduct epidemiological investigations and lead inspections. As part of routine housing code inspections or as a result of a complaint investigation, the Health Department will also conduct lead inspections in homes where children younger than 6 years old reside and provide educational material about lead upon request. NHA and NRA will actively address lead-based paint hazards when carrying out housing rehabilitation and renovation activities, such as in South Norwalk and Wall Street.

Actions planned to reduce the number of poverty-level families

The City of Norwalk's poverty reducing goals, programs and policies aim to increase the incomes of City residents and reduce the number of people who are living in poverty by moving them toward self-sufficiency. Increased income makes housing more affordable by reducing housing cost burden and by increasing the number of people who can afford to purchase or rent units produced by the Choice Neighborhoods Initiative and NRA's housing rehabilitation and new construction programs. The Norwalk Housing Authority helps residents receiving housing assistance transition to independently maintaining their homes through their family self-sufficiency and educational programs. The activities identified in this plan directly work to reduce the number of poverty level families in Norwalk.

Actions planned to develop institutional structure

The City of Norwalk will continue to collaborate with human and social service agencies and the Continuum of Care to identify potential resources for meeting the service needs of City residents. The City will support the efforts of service agencies to obtain any available resources. The City will also continue to support and encourage the development of new affordable housing units.

Actions planned to enhance coordination between public and private housing and social service agencies

As part of City Neighborhoods Initiative (CNI), a supportive services plan is being implemented to help residents attain greater self-sufficiency, maintain housing as the area undergoes changes, and bridge opportunities. Collaboration between service providers from a wide variety of sectors is necessary to successfully execute this plan. Supportive services include:

- Education services to support early childhood development through adult career advancement
- Employment services to provide individual assessments, training opportunities, and workforce readiness preparation
- Affordable health and wellness services through routine checkups, specialty service referrals, and assistance with everyday necessities (food, housewares, clothing, utilities, etc.)
- Relocation services accommodating displaced residents while their new housing is being developed

Additionally, many public service activities expanding economic opportunities and increasing access to social services through CDBG funds will efficiently leverage dollars through collaboration and referrals. These public service activities work to improve opportunities for vulnerable populations by providing necessary housing, education, and job opportunities to obtain and maintain future permanent housing.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

This section provides the program specific requirements for the CDBG program.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	229,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	**229,000**

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%