

**Norwalk Historical Commission**

**Wed. 1/26/2026**

**7 PM**

**Via Zoom**

- 1. Call to Order**
- 2. Acceptance of minutes from 9/22/2021, 10/27/2021, 11/17/2021, 11/30/2021, 12/22/2026**
- 3. Public Participation**
- 4. Reports from Boards**
  - a. Norwalk Historical Society; Diane Jellerette**
  - b. Lockwood-Mathews Mansion; Susan Gilgore**
- 5. Reports:**
  - a. Buildings**
  - b. Cemeteries**
  - c. Financial**
- 6. Old Business**
  - a. Update on Demo Delay Ordinance from Tom Livingston**
- 7. New Business**
  - a. Presentation from Daryn Raymon-Lock on NHS items**
- 8. Adjournment/sign off**

**Chapter 55. Demolition Delay**

**§ 55-1. Purpose.**

The purpose of this chapter is to promote the educational, cultural, economic and general welfare of the City of Norwalk, to establish a procedure whereby owners of buildings with significant historic characteristics will be informed of the economic, tax, aesthetic and other benefits of historic preservation, and to further the preservation, rehabilitation and reuse of architecturally significant buildings and structures by providing adequate time for all parties to consider and put forth appropriate development alternatives to demolition, including attempts to find a purchaser who will retain or remove such historic or architecturally significant building or structure or who will present some other reasonable alternative to the last resort of demolition.

**§ 55-2. Definitions.**

“Demolition” means any wrecking activity directed to the disassembling, dismantling, dismembering and/or razing of any building or structure or part thereof. The term also means and includes the act or process of delaying or withholding maintenance of a building or structure in such a way as to cause or allow significant loss of architectural integrity or structural stability. The term shall not be construed to prevent the ordinary maintenance or repair of any exterior architectural feature which does not involve a change in the appearance or design thereof.

**§ 55-3. Permit required.**

No person shall demolish any building, structure or part thereof without first obtaining a permit for the particular demolition undertaking from the Chief Building Official. Such permit shall be issued except as otherwise provided in this chapter and pursuant to Section 29-406 of the Connecticut General Statutes, as amended.

**§ 55-4. Permit requirements for certain structures.**

When the building, structure or exterior part thereof (collectively referred to as the "building or structure") to be demolished is (1) at least 50 years old, (2) contained within the boundaries of an historic district as contemplated by Part I of Chapter 97a of the Connecticut General Statutes, as amended, or (3) is designated as an historic property as defined by the provisions of Section 7-147p(a) of the Connecticut General Statutes, as amended, then no permit shall be issued except in compliance with the provisions of this chapter and Section 29-406 of the Connecticut General Statutes, as amended.

**§ 55-5. Application procedure.**

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

- A. The application for a demolition permit shall include the following information:
- (1) Common name, if any, and actual street address of building or structure to be demolished;
  - (2) The name, address and telephone number of the owner(s) of the building or structure to be demolished;
  - (3) The age of the building or structure to be demolished;
  - (4) The square footage or dimensions of the building or structure to be demolished;
  - (5) A brief description of the materials, configuration and use of the building or structure to be demolished;
  - (6) One or more current photographs of the building or structure to be demolished showing at least two elevations;
  - (7) The reasons for requesting a demolition permit;
  - (8) A brief description of the proposed reuse, reconstruction or replacement for the building or structure to be demolished; and
  - (9) The names and addresses of the owners of all properties adjoining and across the street from the building or structure to be demolished, according to an attached copy of a pertinent portion of the current assessor's map.
- B. Within 5 days following the initial submission of an application for a permit to demolish a building or structure, the applicant shall send a copy of such application by certified mail and electronic mail to the Norwalk Historical Commission, the Director of Planning and Zoning, and any individual, firm, corporation, organization or other entity which has requested, in writing, from the Chief Building Official copies of such applications.
- C. Within 10 days following the initial submission of an application for a permit to demolish a building or structure, the applicant shall:
- (1) Publish in a local newspaper having general circulation in the City of Norwalk a notice of intent to demolish (hereinafter referred to as the "notice");

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- (2) Mail copies of such notice to the owners of all properties adjoining and across the street from the property on which the building or structure to be demolished is situated; and
  - (3) Post in a conspicuous location on the property on which the building or structure to be demolished is situated a sign at least 24 inches by 36 inches in size visible from the nearest street or other accessway adjoining the property. Such sign shall include copy of the notice and shall contain the word "demolition" in capital letters no less than two inches in height. The sign required hereunder shall remain posted on the property if the permit is issued until the completion of all demolition activities authorized by the permit.
- D. Within 14 days following the initial submission of the application, the applicant shall file with the Chief Building Official a statement verified under oath on a form approved by the Chief Building Official certifying that all of the notice requirements of this chapter have been complied with and attaching thereto a copy of the notice and evidence of publication, as well as evidence of mailing as required under subsection B above. Upon filing the certification statement, the application is deemed filed. If any notice requirement is not complied with, the Chief Building Official shall reject the application as incomplete.
- E. In the event that a written, acknowledged objection, stating the reasons for opposing demolition is filed with the Chief Building Official within 21 days after filing the certification statement as required by § 55-5D, above, the Chief Building Official shall not issue the permit until 180 days after the application is deemed filed. If no such written objection is filed, the Chief Building Official may issue the demolition permit, provided that all other requirements have been complied with.
- F. The Norwalk Historical Commission may hold a public hearing on any application to which an objection has been filed and may issue recommendations on alternatives to demolition to the Chief Building Official.
- G. In no event shall the issuance of a demolition permit be delayed, if its application has not been withdrawn, for more than 180 days from the date the application is deemed filed.

### § 55-6. Demolition by Neglect.

Throughout the demolition delay period imposed under § 55-5, the owner of record of the building or structure proposed to be demolished shall secure and maintain such building or structure in a manner that minimizes the risk of water penetration, vandalism, fire, or other significant damage. Partial demolition, including the removal of windows, doors, roofing, or any other building material, is expressly prohibited during the demolition delay period.

### § 55-7. Exceptions.

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This chapter shall not apply to: (1) any structure determined to be unsafe by the Chief Building Official according to Section 12.0 of the State of Connecticut Basic Building Code or as defined as a hazardous building under § 26-11 of the Norwalk Code; (2) any structure that is less than 400 square feet in size, or (3) the lifting of a building or structure to comply with regulations of the Federal Emergency Management Agency (FEMA) or the City of Norwalk governing coastal flooding, provided such lifting does not involve a change in appearance or design of such building or structure.

### **§ 55-8. Violation and fines; lapse of permit.**

- A. In addition to other penalties and remedies provided by law, each violation of the provisions of this chapter shall be punishable by a fine of not more than [\$1000], with each day of such violation constituting a separate violation.
- B. In the case of full or partial demolition of any building or structure in the absence of or in advance of a valid demolition permit, the Building Official shall impose a two-year restriction on the property during which no earthwork, landscaping, construction or further demolition may take place on the subject property or on any adjoining parcels under common ownership and control without the review and approval of the Norwalk Historical Commission. The restriction may only be lifted by written agreement of the Building Official and the Norwalk Historical Commission.
- C. If demolition is not commenced within six months after issuance of a permit, such permit shall be deemed null and void.

### **§ 55-9. Report of Chief Building Official.**

The Chief Building Official shall issue an annual report to the Mayor, the Common Council, and the Norwalk Historical Commission concerning the number of demolition applications filed, the number of applications subject to this chapter, the number of applications that were objected to and whether these buildings and structures were actually demolished.