

ECONOMIC AND COMMUNITY DEVELOPMENT OF THE COMMON COUNCIL

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

TO: MEMBERS, ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE OF THE
COMMON COUNCIL

FROM: JOHN KYDES, CHAIRMAN

DATE: JANUARY 28, 2022

RE: MEETING NOTICE

The next scheduled meeting of the Economic and Community Development Committee of the Common Council will be held on Thursday, February 3, 2022 at 6:00pm. 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 be 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.

**ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE OF THE COMMON COUNCIL
REGULAR MEETING
FEBRUARY 3, 6:00PM
AGENDA**

CALL TO ORDER

ROLL CALL

PUBLIC PARTICIPATION

I. ADMINISTRATION

- A. Approval of the Minutes of January 6, 2022 Meeting.

II. NEW BUSINESS

A. COMMUNITY DEVELOPMENT BLOCK GRANT

1. Review and Presentation of CDBG Applications.

B. PLANNING AND ZONING

1. Industrial Study Update
2. Zoning Study Update

C. ECONOMIC AND COMMUNITY DEVELOPMENT

1. ARPA - Environmental/ Green Space/ Infrastructure

III. OLD BUSINESS

ADJOURNMENT

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**ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE
REGULAR MEETING
JANUARY 6, 2022
VIA ZOOM**

ATTENDANCE: John Kydes, Chair; Gregory Burnett; David Heuvelman;
Thomas Keegan; Thomas Livingston; Lisa Shanahan;
Barbara Smyth; Darlene Young

STAFF: Sabrina Church, Director Business Development and Tourism;
Jessica Vonashek, Chief of Economic and Community
Development; Mike Yeosock, Principal Engineer

OTHERS: Brian Bidoli, Norwalk Redevelopment Agency

CALL TO ORDER

Mr. Kydes called the meeting to order at 7:01 p.m.

ROLL CALL

Mr. Kydes called the Roll as indicated above.

PUBLIC PARTICIPATION

There were no members of the public who wished to comment this evening.

I. ADMINISTRATION

A. Approval of the Minutes of December 2, 2021, Meeting.

The following correction was made to page 4:

Ms. Young asked Mr. Kleppin for the number of total numbers of contractor's yards in the area.

Should read:

Ms. Young asked Mr. Kleppin for the total number of contractor's yards in the area.

**** MS. YOUNG MOVED TO APPROVE THE MINUTES AS AMENDED
** MOTION PASSED UNANIMOUSLY**

II. NEW BUSINESS

A. TRANSPORTATION, MOBILITY AND PARKING

1. 102-360 Norwalk Traffic Signal System Upgrade – Phase 4 – Easement from Housing Authority of the City of Norwalk.

**** MR. LIVINGSTON MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL EASEMENT DOCUMENTS NECESSARY AS PART OF STATE PROJECT 102-360 NORWALK TRAFFIC SIGNAL SYSTEM UPGRADE – PHASE 4 AND COMPENSATE THE NORWALK HOUSING AUTHORITY OF THE CITY OF NORWALK \$5,140 AS FAIR MARKET VALUE FOR 252 SQUARE FEET OF EASEMENT RIGHTS TO INSTALL TRAFFIC SIGNAL APPURTENANCES OVER A STRIP OF LAND OWNED BY**

**THE HOUSING AUTHORITY OF THE CITY OF NORWALK,
IDENTIFIED AND DESCRIBED ON A MAP ENTITLED “RIGHT OF
WAY SURVEY, CITY OF NORWALK, MAP SHOWING EASEMENT
ACQUIRED FROM THE HOUSING AUTHORITY OF THE CITY OF
NORWALK,” SUBJECT TO A POSITIVE REPORT FROM THE
PLANNING AND ZONING COMMISSION.**

Mr. Yeosock reviewed the item. He explained that the property is owned by the Norwalk Housing Authority and the cost is 100% reimbursable by the Federal government. Traffic signals have been upgraded throughout the City.

**** MOTION PASSED UNANIMOUSLY**

2. 102-360 Norwalk Traffic Signal System Upgrade – Phase 4 – Easement from Grace Baptist Church.

**** MS. SHANAHAN MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL EASEMENT DOCUMENTS NECESSARY AS PART OF STATE PROJECT 102-360 NORWALK TRAFFIC SIGNAL SYSTEM UPGRADE – PHASE 4 AND COMPENSATE GRACE BAPTIST CHURCH \$1,930 AS FAIR MARKET VALUE FOR 48 SQUARE FEET OF EASEMENT RIGHTS TO INSTALL TRAFFIC SIGNAL APPURTENANCES OVER A STRIP OF LAND OWNED BY GRACE BAPTIST CHURCH, IDENTIFIED AND DESCRIBED ON A MAP ENTITLED “RIGHT OF WAY SURVEY, CITY OF NORWALK, MAP SHOWING EASEMENT ACQUIRED FROM GRACE BAPTIST CHURCH BY THE CITY OF NORWALK,” SUBJECT TO A POSITIVE REPORT FROM THE PLANNING AND ZONING COMMISSION.**

Mr. Yeosock explained that this is the same as the previous item, but it is located across the street.

**** MOTION PASSED UNANIMOUSLY**

3. 102-360 Norwalk Traffic Signal System Upgrade – Phase 4 – Easements from Riverview East Condominium.

**** MS. SMYTH MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL EASEMENT DOCUMENTS NECESSARY AS PART OF STATE PROJECT 102-360 NORWALK TRAFFIC SIGNAL SYSTEM UPGRADE – PHASE 4 AND COMPENSATE RIVERVIEW EAST CONDOMINIUM \$3,210**

AS FAIR MARKET VALUE FOR 190 SQUARE FEET OF EASEMENT RIGHTS TO INSTALL TRAFFIC SIGNAL APPURTENANCES OVER A STRIP OF LAND OWNED BY RIVERVIEW EAST CONDOMINIUM, IDENTIFIED AND DESCRIBED ON A MAP ENTITLED “RIGHT OF WAY SURVEY, CITY OF NORWALK, MAP SHOWING EASEMENT ACQUIRED FROM RIVERVIEW EAST CONDOMINIUM BY THE CITY OF NORWALK,” SUBJECT TO A POSITIVE REPORT FROM THE PLANNING AND ZONING COMMISSION.

Mr. Yeosock reviewed the item. He explained that the final design plans are up for review and they plan to complete the installation of the traffic signals by the end of the year.

**** MOTION PASSED UNANIMOUSLY**

B. NORWALK REDEVELOPMENT AGENCY

1. Update on the Norwalk River Valley Trail and Harbor Loop planning effort.

Mr. Bidoli gave an update and said they are also looking at the east side of the River to create a full loop. He described the outreach initiatives. He said the people at 148 East Avenue were receptive, but had concerns about parking. He said he is working on contacting 130 East Avenue

Mr. Bidoli reported that they hope to have full design plans by May. Mr. Kydes asked how the project will be impacted if they do not hear from 130 East Avenue. Mr. Bidoli said they can look at other options.

C. ECONOMIC AND COMMUNITY DEVELOPMENT/BUSINESS DEVELOPMENT AND TOURISM

**** MS. YOUNG MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF NORWALK AND THE CT STATE DEPARTMENT OF HOUSING AND ECONOMIC DEVELOPMENT TO RECEIVE \$3M IN URBAN ACT PROGRAM FUNDING RELATED TO THE MLK CORRIDOR INITIATIVE.**

Ms. Vonashek highlighted the MLK Corridor Initiative that was adopted by the City of Norwalk in 2019. The art initiative was launch during the summer of 2021. She reviewed the housing improvements and noted this is an extension of a pre-existing

program that provides funds for owner/rent occupied residential units to improve the façade of the homes.

Ms. Vonashek presented the priorities of the initiative, which includes housing, traffic mobility and connectivity, green space, parking improvements and neighborhood safety and beautification. Each of the initiatives is partnered with a funding source. A consultant will be hired to help consolidate information and make recommendations on affordable housing.

Ms. Young expressed her appreciation to everyone involved in the MLK Corridor Initiative. Mr. Kydes echoed Ms. Young's thanks. Mr. Burnett said an enormous amount of work went into these initiatives; this is an opportunity to transform the entire area. Mr. Livingston noted how funding sources were found for the initiatives.

**** MOTION PASSED UNANIMOUSLY**

2. Information and Update: ARPA Funding for Business Support

Ms. Vonashek gave a presentation updating the Committee on ARPA funding for business support. She explained that residents were asked for their feedback. She presented common themes and noted that over 150 projects were identified.

Of the \$39.3 million of ARPA funding received by the City of Norwalk, approximately \$6 million has been committed to Economic and Development efforts. The ARPA funds need to be appropriated by December 31, 2024.

Ms. Vonashek reviewed various projects. Mr. Livingston noted that businesses received grants in 2020 and asked how many of those businesses were still operating that received grants in 2020. Ms. Church will check.

Given that it is hard for existing businesses, Ms. Young asked if there were plans to continue support for businesses that started in these uncertain times. She asked about what type of safety nets could be put in place to help those people. Ms. Vonashek said that is something they discussed; there are a lot of businesses that need a lot of support and they want to help as many businesses as they can, but they need to make the funding stretch.

In response to Ms. Young's question, Ms. Vonashek said that if a business received assistance, they were not able to re-apply for assistance. This business development center is different because they are a loan program rather than a grant program.

Ms. Vonashek said that everything will be accessible on line. She summarized the request for \$2.3 million of ARPA funding to support businesses over the next three years.

III. **OLD BUSINESS**

Mr. Kydes reviewed the agenda for upcoming meetings.

ADJOURNMENT

** MS. SHANAHAN MOVED TO ADJOURN
** MOTION PASSED UNANIMOUSLY

There was no further business and the meeting was unanimously adjourned at 8:19 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services



TO: MEMBERS, ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE OF THE NORWALK COMMON COUNCIL

FROM: REDEVELOPMENT AGENCY STAFF

DATE: FEBRUARY 3, 2022

RE: PLANNING COMMITTEE REVIEW OF PY48 CDBG APPLICATIONS

SUMMARY

To assist the Economic and Community Development Committee with making recommendations for PY48 funding allocations, applicants are invited to present their application at the February 3, 2022 meeting of the Economic and Community Development Committee of the Common Council. During the Planning Committee meeting on March 3, 2022, the Committee will be asked to make recommendations for which PY48 CDBG applications should be recommended to the Common Council for funding.

SUMMARY OF THE APPLICATION SUBMISSION PROCESS

November 15, 2021 – The PY48 Notice of Funding Availability (NOFA) and application was released.

January 20, 2022 – PY48 Applications were due by 12:00pm.

The intention of the CDBG application is to obtain information as to the eligibility of the proposed activity, its consistency with ConPlan goals and strategies and general project information.

Following receipt of the applications, staff reviewed each application for consistency and completeness and negotiated any needed adjustments. Applicants were required to submit a brief project summary statement to be provided to Committee members. This summary statement is copied directly onto each individual application’s Consistency and Completeness Review Form, which is attached as a cover page to the application.

A total of 28 applications were submitted for the upcoming CDBG program year for both new and continuing initiatives. This includes applications from 25 unique organizations, 21 service applications, 2 facility applications, 3 housing applications and 2 applications for administrative funding and City Neighborhoods funding from the Norwalk Redevelopment Agency.

SUMMARY OF ANTICIPATED FUNDING AVAILABLE AND REQUESTED FUNDING

The amount of available funds is based upon an estimate of what will be allocated to the City of Norwalk by the United States Department of Housing and Urban Development (HUD). The amounts available per category are based on HUD’s funding category caps. The following is a breakdown of what is anticipated to be available and what is actually requested by Norwalk’s PY48 applicants. The below numbers are based on estimates for the PY48 NOFA and will be adjusted accordingly once the City receives its funding allocation letter.

	Anticipated Availability	Requested	# of Applications
Public Service activities (15% cap)	\$136,500	\$ 747,672.00	21
Public Facility and Housing activities	\$599,500	\$ 139,950.00	5
City Neighborhoods activities		\$ 459,550.00	1
Planning and Administration activities (20% cap)	\$184,000	\$ 184,000.00	1
Total	\$920,000	\$1,531,172.00	28

AVAILABILITY OF APPLICATIONS FOR REVIEW

January 27, 2022 – Submitted PY48 applications were made available to the public.

Full applications are available for review at the following link on the City’s website: <https://www.norwalkct.org/1412/Community-Development-Block-Grant> and are available in hard copy at the Redevelopment Agency’s office at 3 Belden Ave by request only (due to COVID-19). PY48 applications and attachments were delivered to Economic and Community Development Committee members who requested a physical copy on Friday, January 28, 2022. All committee members received electronic copies of applications and attachments.

All organizations on the Agency’s CDBG contact list were notified of the availability of applications, information was posted on the City’s newsfeed and a notice was posted on the Agency’s website. Additional notices were physically posted at frequently visited public locations, such as City Hall and the Norwalk Public library.

APPLICATION REVIEW PROCESS

February 3, 2022 – Organizations submitting an application for PY48 are invited to make a brief (three minute) presentation to the Economic and Community Development Committee during the public meeting portion of the Economic and Community Development Committee meeting. Following each presentation, committee members may ask the organization questions. Applicants have been notified in advance that there will be a strict three minute cutoff for presentations due to the amount of presentations received.

As Economic and Community Development Committee members review the applications and listen to the presentations, they may want to consider the following questions.

- Is this application to fund a new or continuing initiative?
- What capacity does the organization have to complete the project if full funding is not awarded?
- Does the organization indicate the capacity to meet its goals within the stated timeframe?
- Does the organization indicate the capacity to manage its finances and reporting responsibilities, including spending down the grant within the stated timeframe?
- Does the application serve to meet a ConPlan goal?

It is anticipated that between the February and March meetings of the Economic and Community Development Committee, members will review each application and consider their recommendations for funding.

March 3, 2022 – The Economic and Community Development Committee will be asked to make recommendations to the Common Council as to which applications should receive funding and give permission to the Agency to draft and release for public comment the draft Annual Action Plan (AAP), the document to be provided to HUD which details among other things, CDBG funding allocations.

CONFLICTS OF INTEREST AND THE REVIEW PROCESS

HUD's regulations at 24 C.F.R. Part 84 and 85 prohibit an employee, officer or agent of the grantee/sub-grantee or recipient/sub-recipient from participating in the selection, or in the award or administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when: (i) the employee, officer or agent, (ii) any member of his/her immediate family, (iii) his/her partner, or (iv) an organization which employs, or is about to employ, any of the above, has a financial or other interest in the firm selected for award.

Council and Committee members who have a real or apparent conflict of interest, as defined by HUD, are requested to make their interests known prior to commenting on any organization's application and to recuse themselves from any votes relating to the organization's receipt of funding.

PY48 ANNUAL ACTION PLAN PREPARATION FOR SUBMISSION TO HUD

- **March 3, 2022** – Committee Recommends Projects / Programs for Funding
 - o Recommended project / programs will be incorporated into the draft Annual Action Plan
- **March 22 – April 21, 2022** – 30-day Public Comment Period on Draft Annual Action Plan**
 - o March 22, 2022 – Draft AAP is posted to Agency's website and distributed in hard copy to Main and South Norwalk branch libraries, Norwalk Housing Authority, South Norwalk Community Center and Norwalk Redevelopment Agency.
- **April 7, 2022** – Planning Committee holds a Public Hearing on Draft Annual Action Plan
 - o 7:30pm via Zoom due to COVID-19 pandemic*
- **May 5, 2022** – Planning Committee Advances the Draft Annual Action Plan to the Common Council for Approval (anticipated)
- **May 10, 2022** – Common Council Approves Mayoral Signing of Annual Action Plan for Submission to HUD (anticipated)
- **May 13, 2022** – PY48 Annual Action due to HUD
 - o A final version of the document will be posted to the Agency's website in both English and Spanish

Per HUD's recommendation, the AAP will not be submitted until the final amount of HUD's allocation has been determined.

ATTACHMENTS TO THIS MEMO

- PY48 Combined Applications (<https://www.norwalkct.org/1412/Community-Development-Block-Grant>).
- Presentation Order

NO ACTION IS REQUESTED AT THIS TIME.

- 1 YMCA
- 2 YBI INC
- 3 Wheel It Forward
- 4 The Housing Collective
- 5 Stepping Stones
- 6 Star Inc
- 7 S.A.V.E
- 8 Rowan Center
- 9 Red Fashion College
- 10 Person to Person
- 11 Open Door Shelter
- 12 Norwalk Senior Center
- 13 Norwalk Housing Authority
- 14 Malta House
- 15 Liberations Program
- 16 Keystone House
- 17 Jewish Family Services
- 18 HomeFront
- 19 Family and Children's Agency
- 20 Elder House
- 21 East Norwalk Library
- 22 Domestic Violence Crisis Center (twice)
- 23 Carver Center
- 24 Catholic Charities
- 25 Norwalk Redevelopment Agency