

**FINAL MINUTES OF THE FAIRFIELD  
BICYCLE & PEDESTRIAN PLAN ADVISORY COMMITTEE  
APRIL 24th, 2013  
2<sup>nd</sup> FLOOR CONFERENCE ROOM  
SULLIVAN INDEPENDENCE HALL**

**MEMBERS PRESENT:** Jack Franzen, Larry Ogren, Alyssa Israel, Katina Wolfe, Meg Capodanno, Cristin McCarthy Vahey, Selectman. **ABSENT:** Andrew Graceffa, Betsy Gardner, Clif Meyers, Kirstin Etela. **ADVISORS PRESENT:** Sarah Levy, Fairfield Health Department, Bill Hurley, Town Engineer, Karen Secrist, Resident.

**I. CALL TO ORDER:** The meeting was called to order at 5:12 p.m. by Jack Franzen, Vice-Chair.

**II. APPROVAL OF THE MINUTES:** The April 10th, 2013 minutes were passed unanimously by the Committee.

**III. DRAFT PLAN UPDATE:** Draft 8 was distributed to the Committee via email last week. A motion was made by Alyssa Israel and seconded by Katina Wolfe “To approve Draft 8 for consideration and acceptance by the Board of Selectmen subject to the concurrent review by Town Staff, and appropriate Town Committees and Stakeholders.” This motion was passed unanimously by the Committee.

**III. OUTREACH DISCUSSION:**

- On April 9<sup>th</sup>, Andy presented zoning regulations to the TPZ Commission. Geoffe Steadman, a consultant, helped draft the regulations on short notice. The recommendations, based on the Draft Plan, were well received by the Commission. Please see attached proposal to TPZ.
- Sarah will reach out to Selectman Kevin Kiley this week to pave the way for a meeting with Andy.
- Meg will reach out to Phil Dwyer, Chair of the Board of Education.
- Cristin will reach out to Cindy Placko and the Parking Authority.
- Cristin will also talk to Mike Tetreau about the best way to disseminate Draft 8 to Town Staff, Commissions and Stakeholders.

**OTHER BUSINESS:**

**Mill Plain Road Bike Route**

- Bill Hurley said that the Mill Plain Road bicycle route should be striped, marked and signed by mid-May. There will be 8 bike route signs and 4 share the road symbols. Unquowa Road will be striped next year when the grant funds are appropriated in the second year.

- The Committee discussed promoting the bike route through a press release and going door-to-door along Mill Plain Road. Sarah will draft a press release this week and send it to the Committee for review.

### **Federal Transportation Alternatives Program (TAP) Grant**

- Bill Hurley said that the Town is working with the GBRC on a \$1 million TAP grant to pay for sidewalks and other pedestrian enhancements in the Commerce Drive and Chamber Street area. A public information meeting will be held in June 2013.

### **Other Funding**

- Sarah will forward the name of a funder who is interested in covering the cost of striping and signing along the proposed Stratfield Road bicycle route.

**VI. ADJOURNMENT:** There being no further business to come before the Committee, Jack Franzen adjourned the meeting at 6:03 p.m.

A brief social with members of the **Fairfield Bike Walk Coalition (FBWC)** followed. Members of both groups reconvened at 6:25 p.m.:

**IN ATTENDANCE:** Charles Case, Tom Corell, Bob Wall, Lisa Dewitt, Alyssa Israel, Larry Ogren, Jack Franzen, Katina Wolfe, Meg Capodanno, Cristin McCarthy Vahey, Sarah Levy, Karen Secrist.

- Alyssa Israel chaired this informal meeting to welcome back members of the FBWC after a 6-month hiatus and introduce them to members of the Advisory Committee.
- The following Upcoming Events were discussed:
  - **Bike to Work Day** on Friday, May 17<sup>th</sup> from 7:00 a.m.-9:00 a.m. at Chef's Table. Cristin is working with Marsha Aronson with CTRides to encourage Town Employees to walk or ride to work on May 17<sup>th</sup>.
  - **Ribbon Cutting Event** (late May or early June) to kick-off the Mill Plain Road Bike Route.
  - The **Public Information Meeting** (mid-June) with regard to pedestrian upgrades to the Commerce Drive area.
- The Committee members discussed working together to organize events and advocate for the recommendations in the Bicycle & Pedestrian Plan.
- Jack and Alyssa will consult with Andrew about potentially merging the two groups and meeting one time a month.

The meeting was adjourned at 6:45 p.m.

Respectfully submitted,  
Alyssa Israel, Secretary

April 8, 2013

RECOMMENDATIONS<sup>1</sup> FOR AMENDMENTS  
TO THE FAIRFIELD ZONING AND SUBDIVISION REGULATIONS  
TO IMPLEMENT PLANNING RECOMMENDATIONS  
OF THE FAIRFIELD BICYCLE AND PEDESTRIAN MASTER PLAN

Submitted To:

Town Plan and Zoning Commission

Prepared and Submitted By:

Fairfield Bicycle and Pedestrian Plan Advisory Committee

1. ADVISORY COMMITTEE PLANNING RECOMMENDATION NO 1:

*Require developers to provide a bicycle and pedestrian plan as part of the site approval process for all commercial developments.*

RECOMMENDED AMENDMENTS TO THE ZONING REGULATIONS:

**2.17 Bicycle and Pedestrian Plans**

**As part of or in conjunction with any required site plan, the following information concerning bicycle and pedestrian ingress, egress, and circulation shall be provided on plan drawings and, if appropriate, in narrative form.**

- a) **Proposed access to the site designed to promote and provide safe and efficient ingress, egress, and circulation for bicycle and pedestrian traffic, including direct and convenient circulation between all main entrances of buildings or uses on the site and available points of access to the site;**
- b) **Proposed connections from the site to existing and planned public bicycle and pedestrian facilities and connections to adjacent properties;**
- c) **Proposed on-site bicycle parking areas and amenities to encourage bicyclists, including, as appropriate: short-term bicycle parking facilities intended to encourage bicycling for shoppers, customers, and visitors, and long-term bicycle parking facilities intended to provide safe and weather-protected places for users requiring longer periods of bicycle storage such as residents, employees, and students; and**
- d) **Proposed signage indicating the presence and location of bicycle and pedestrian pathways and amenities, and designed for reading by bicyclists, pedestrians, and motorists.**
- e) **All public sidewalks shall comply with the requirements of the most recent Americans with Disabilities Act (ADA) standards, which include**

---

<sup>1</sup> Recommended additions to the existing regulations are shown in **bold type**; recommended deletions are shown as ~~struck out~~.

**requirements for sidewalk widths, grades, locations, markings, surface treatments, and curb ramps. Sidewalks shall conform to the standards contained in the Subdivision Regulations Section 3.10.**

2. ADVISORY COMMITTEE PLANNING RECOMMENDATION NO. 2:

*Require a 1:20 ratio, for example, of bike parking to car parking in all commercial developments. Explore incentives to bring grandfathered developments into compliance with the new bicycle rack code.*

RECOMMENDED AMENDMENTS TO THE ZONING REGULATIONS:

28.6a Bicycle Parking Standards

Bicycle parking shall be provided as required by this section. Bicycle parking shall be in addition to automobile parking spaces.

Properties with dwelling units for 3 or more families	One (1) for each family
Developments designed exclusively for occupancy by three or more elderly families	One (1) for every (4) families
All commercial establishments except animal sales and services, auto related uses, and warehousing: wholesale and distribution	One (1) for every ten (10) required parking spaces
Educational, recreational and public facilities	Sufficient bicycle parking as by the Commission

**Bicycle parking facilities shall comply with designs approved by the Commission and at a minimum must provide a bicycle rack that permits the locking of a bicycle frame and one wheel while supporting the bicycle in a stable position that will not damage the bicycle or its components or interfere with pedestrian access to the sidewalk and ingress and egress to buildings or facilities.**

3. ADVISORY COMMITTEE PLANNING RECOMMENDATION NO. 3:

*Require sidewalks to be at least 5 feet wide along most roads and 8 feet wide in commercial areas with a minimum 2-foot snow-shelf buffer where possible and appropriate.*

RECOMMENDED AMENDMENTS TO THE SUBDIVISION REGULATIONS:

3.10 Sidewalks: **All public sidewalks shall comply with the requirements of the most recent Americans with Disabilities Act (ADA) standards, which include requirements for sidewalk widths, grades, locations, markings, surface treatments, and curb ramps.** Sidewalks shall be installed along all new streets in Residence “A,” Residence “B,” Residence “C,” and all Designed Business and Designed Industrial Districts and in pedestrian easements. In other Districts the Commission may require the installation of sidewalks in places deemed desirable by the Commission. Sidewalks shall be a minimum of **five (5) feet** ~~four (4) feet~~ in

width **if set back at least two (2) feet from the curb, or six (6) feet if at the curb face**, and shall be located within the street line, the back edge abutting the street line. **Additional sidewalk width of six (6) to ten (10) feet may be required by the Commission for areas of higher pedestrian volumes, and shall be determined through additional study of pedestrian traffic areas at the direction of the Commission. Sidewalk widths shall be defined by a clear pedestrian pathway free of any obstructions.** The sidewalk shall be laid on a six (6) inch compacted bank gravel base and shall be constructed on three (3) percent air-entrained concrete, four (4) inches thick, having a twenty-eight compressive strength of four thousand (4,000) pounds psi and one-half (1/2) inch expansion joints with premolded fillers, set one-quarter (1/4) inch below finished surface, spaced every twenty (20) feet and jointed in sections, equal to the width. The surface shall be floated with a wooden float to produce an even gritty finish. Surface edges shall be rounded to a radius of one-half (1/2) inch. At street intersections, sidewalks shall be laid to the curb, with provision for handicap ramps.