



Sustainable CT Community Certification Report

This is the Sustainable CT Certification Report of Westport, a Sustainable CT bronze certified applicant.

Westport was certified on October 03, 2018 with 345 points. Listed below is information regarding Westport's Sustainable CT efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable CT contact for Westport is:

Name:	TOM KIELY
Title/Position:	OPERATIONS DIRECTOR / SELECTMAN'S OFFICE
Address:	110 MYRTLE AVE WESTPORT, CT 06880

Actions Implemented

Each approved action and supporting documentation for which Westport was approved for in 2018 appears below. Please enjoy this opportunity to view and learn from the information and materials provided.

Notes: Submission content was created by Westport, and Sustainable CT makes no claims, promises or guarantees about the accuracy, completeness, or adequacy of the submission, beyond that an individual reviewer approved at least some elements of the action for certification. Further, standards for actions below may have changed, and the documentation listed may no longer satisfy requirements for that action. Finally, approved actions here may include some documents and descriptions in support of action elements that were not approved, in addition to elements that were approved. In preparing your own application, please rely only on the action write-ups for the current certification year to guide your submission. Please contact info@sustainablect.org with specific questions.

1. Inclusive and Equitable Community Impacts

1.1 Optimize for Equity – REQUIRED for All Certification Levels

30 Points

Supporting Documentation:

WORD: [9.1 WESTPORT SOLAR SURVEY AUGUST 9 2018 WITH RESULTS.DOCX](#)

WORD: [SUSTAINABLE CT EQUITY ACTION 9.1 CANOE PADDLE 7.1 81618.DOCX](#)

PDF: [REGISTRY EQUITY MEMO 9.1.PDF](#)

PDF: [PADDLE EQUITY MEMO 9.1.PDF](#)

PDF: [SOLAR EQUITY MEMO 9.1.PDF](#)

2. Thriving Local Economies

2.3 Inventory and Promote Local Products and Services

20 Points

Supporting Documentation:

PDF: [WESTPORT WESTON CHAMBER OF COMMERCE PARTNER LETTER SIGNED 1.6.2.PDF](#)

PDF: [1.3.1 MAP OF FIVE SECTORS.PDF](#)

WORD: [1.3.1 PARTNERSHIP ON DEVELOPING RETAIL MAP.DOCX](#)

WORD: [1.3.2 PROMOTING BUY LOCAL CAMPAIGN.DOCX](#)

2.4 Provide Resources and Supports to Local Businesses

25 Points

Supporting Documentation:

PDF: [B2B REGISTRY AND PROOF OF DISSEMINATION 1.4.1.PDF](#)

PDF: [DISASTER TOOLKIT OUTREACH 1.4.2.PDF](#)

PDF: [THE NEXT HURRICANE ARE YOU PREPARED 1.4.2.PDF](#)

WORD: [UPDATED PROOF OF DISASTER TOOLKIT DISSEMINATION 1.4.2.DOCX](#)

PDF: [1.4.4 WESTPORT WESTON CHAMBER OF COMMERCE PARTNER LETTER .PDF](#)

WORD: [1.4.5 INVITE BUSINESSES TO PARTICIPATE.DOCX](#)

WORD: [1.4.3 HOST BUSINESS ROUNDTABLE.DOCX](#)

Additional Information: Disaster toolkit dissemination contact: Nathaniel Gibbons Fire Marshal - Town of Westport 203-341-5020 - 203-341-5009 fax Business to Business Registry Contact: Matthew Mandell 203-227-9234 matthew@westportwestonchamber.com 1.4.4: Please See document titled "Westport Weston Chamber of Commerce Partner Letter Signed 1.6.2" in action 1.6 to meet 1.4.4

3. Well-Stewarded Land and Natural Resources

3.1 Provide Watershed Education

10 Points

Supporting Documentation:

WORD: [2.1.1 PROVIDE WATERSHED EDUCATION .DOCX](#)

PDF: [2.1 EARTHPLACE PARTNERSHIP LETTER.PDF](#)

WORD: [2.1.2 PROVIDE WATERSHED EDUCATION CITIZEN SCIENCE .DOCX](#)

Additional Information: Harbor Watch is a non-profit research and education program serving Fairfield County, Connecticut. Harbor Watch works to improve water quality and ecosystem health in CT, and incorporates students and citizen scientists in this work. Harbor Watch projects include river monitoring for sewage pollution, harbor monitoring for water quality and ecosystem health indicators, and basic research to improve our understanding of watershed science. In 2018, Harbor Watch staff and citizen science volunteers will monitor 19 rivers in 17 towns for bacteria as well as dozens more sites in harbor and pollution track-down projects.

3.2 Create a Watershed Management Plan

20 Points

Supporting Documentation:

PDF: [WATERSHED PROTECTION GOALS AND ACTIONS 2.2.2 AND 2.2.3.PDF.PDF](#)

Additional Information: <http://www.westportct.gov/modules/showdocument.aspx?documentid=5644>

3.7 Provide Education on Responsible Water Usage

5 Points

Supporting Documentation:

WORD: [2.7.2 PROVIDE EDUCATION ON WATER CONSERVATION OUTREACH STRATEGY.DOCX](#)

PDF: [PROOF OF DISSEMINATION OF OUTREACH 2.7.2.PDF](#)

WORD: [2.7.1 WATER CONSERVATION WORKSHOPS 2018.DOCX](#)

3.8 Implement Low Impact Development

20 Points

Supporting Documentation:

WORD: [2.8 IMPLEMENT LOW IMPACT DEVELOPMENT- PLANNING, REGULATION, POLICY .DOCX](#)

PDF: [2.8 EDUCATION ON WEBSITE \(2\)- LOW IMPACT DEVELOPMENT CONSERVATION BROCHURE.PDF](#)

PDF: [2.8 EDUCATION ON WEBSITE \(2\)- WESTPORT STORMWATER LECTURE.PDF](#)

PDF: [2.8 EDUCATION ON WEBSITE- KEEP YOUR LAWN ON THE NATURAL SIDE.PDF](#)

PDF: [2.8 EDUCATION ON WEBSITE \(2\) CLEAN UP PET WASTE.PDF](#)

PDF: [2.8 EDUCATION ON WEBSITE \(2\) STORMWATER MANAGEMENT.PDF](#)

PDF: [2.8 PLANNING, REGULATION, POLICY DOWNTOWN MASTER PLAN.PDF](#)

PDF: [2.8 PLANNING, REGULATION, POLICY-POCD LOW IMPACT DEVELOPMENT, PP 54-57.PDF](#)

PDF: [2.8 EDUCATION ON WEBSITE \(2\) PRACTICE RESPONSIBLE AUTO CARE.PDF](#)

PDF: [2.8 IMPLEMENT LOW IMPACT DEVELOPMENT EVENT.PDF](#)

PDF: [2.8 EDUCATION ON WEBSITE \(2\) LINKS TO BROCHURES.PDF](#)

Additional Information: All Conservation Permittees receive this document on Low Impact Development (listed in "Low Impact Development Education in Westport" document) <http://www.westportct.gov/modules/showdocument.aspx?documentid=9005> This presentation, on Low Impact Stormwater Retention, is available on the Town website: <http://www.westportct.gov/modules/showdocument.aspx?documentid=6411> (also listed in LID Education in Westport document) Section 7.2 of the 2017 POCD addresses water quality protection: <http://www.westportct.gov/modules/showdocument.aspx?documentid=11624> Town Approval: <http://www.westportct.gov/index.aspx?page=1072> Downtown Master Plan addresses LID: https://downtownwestportct.files.wordpress.com/2015/07/dwmp_06042015_web.pdf

3.9 Manage Woodlands and Urban Forests

10 Points

Supporting Documentation:

PDF: [2.9.1 WESTPORT TREE BOARD MEMBERS 2018 .PDF](#)

PDF: [2.9.1 WESTPORT TREE BOARD MEETING JULY 25 2018.PDF](#)

PDF: [2.9.2 WESTPORT TREE CANOPY ANALYSIS.PDF](#)

PDF: [2.9.2 WESTPORT WEBSITE ANNOUNCEMENT OF TREE CANOPY ANALYSIS.PDF](#)

4. Vibrant and Creative Cultural Ecosystems

4.1 Inventory Tourism and Cultural Assets

5 Points

Supporting Documentation:

WORD: [HYPERLINK TO THE UPDATED CTVISIT PROFILE FOR WESTPORT.DOCX](#)

Additional Information: <https://www.dropbox.com/s/ar82urm7nwcOgf0/submission%203.1b%20visitors%20guide.pdf?dl=0> Hyperlink to the updated CTVisit profile for Westport: <http://www.ctvisit.com/search/site/westport> New Westport Weston Chamber of Commerce members are added to the Visitor's Guide, and establishments that have closed/left the WWCC are removed. All addresses, emails and phone number are updated as needed. Each year the Visitor's Guide is printed, and it is updated once annually.

4.2 Support Arts and Creative Culture

25 Points

Supporting Documentation:

WORD: [3.2.6 SUPPORT ARTS AND CREATIVE CULTURE MIGGS BURROUGHS ARTIST-IN-RESIDENCE.DOCX](#)

PDF: [UNDERSERVED ARTISTS 3.2.11.PDF](#)

PDF: [STREAMLINE PERMITS 3.2.7.PDF](#)

PDF: [SUPPORT ARTISTS EVENTS AND ACTIVITIES 3.2.11.PDF](#)

PDF: [3.2.2 MARKETING MATERIALS.PDF](#)

PDF: [3.2.5 WESTPORT ARTS ADVISORY COMMITTEE.PDF](#)

PDF: [3.2.11 WESPORTS ARTS CENTER PARTNERSHIO LETTER .PDF](#)

PDF: [3.2.10 SUPPORT ARTS AND CULTURAL ACTIVITIES OFFERED AT THE LOCAL LIBRARY.PDF](#)

PDF: [3.2.3 FUNDING LEVITT PAVILION .PDF](#)

Additional Information: The Westport Arts Advisory Committee reports directly to the First Selectman. WAAC Co-chairs and everyone otherwise involved is volunteer, including Town Curator and WestPAC subcommittee. The Westport Arts Advisory Committee budget is \$15,000, from the Town of Westport. In the past year, we have funded the maintenance of WestPAC (Westport Public Art Collections); the presentation of TEA (Thinkers, Educators, Artists) Talk in October, the set-up costs for Otocast and a minimal amount for WAAC signage. 3.2.11 "HOW TO SUCCEED IN BUSINESS AS AN ARTIST" On March 12, The Westport Library produced the program "How to Succeed in Business as an Artist". It was a collaborative effort between Miggs Burroughs and The Westport Library staff. The first stage involved Miggs and Ellen Janpol, business librarian, brainstorming ideas and questions. Then Chris Timmons, Mary Brown and Ellen refined the questions and ideas and suggested other possibilities to Miggs. The panel, whose members were suggested by Miggs, included local artists and business people, Jahmane West, Sooo-Z Mastropietro, Wendy Nylen, Dick Frank, and Alan Neigher. Each offered unique perspectives and insights into the evolving business model for artists. Some of the topics covered included what constitutes "success" for an artist; the role of mentors and families in the artists lives; how to protect intellectual property; what it means to be a "people photographer"; and why people buy art. Mary Brown of the Library's reference staff, researched and wrote a libguide on "The Business of Art: How to Succeed as a Professional Artist" which is on The Westport Library's website (<http://westportlibrary.libguides.com/professionalartist>) to augment the presentation. 3.2.7: The Selectman's Office has streamlined and made the process of obtaining a permit for events easier for the applicant. This has primarily been done by the migration from a paper-based and in-person process to one that utilizes email. Applicants no longer need to come to Town Hall for their permit. Instead they can answer questions via email and staff can provide approval via email with a PDF signature. Proof of this process would be in an email chain between the town and the applicant.

5. Dynamic and Resilient Planning

5.1 Integrate Sustainability into Plan of Conservation and Development

20 Points

Supporting Documentation:

WORD: [4.1.1 INTEGRATE SUSTAINABILITY CONCEPTS AND HAZARD MITIGATION.DOCX](#)

PDF: [4.1.1 MTG AGENDA DISCUSSING POCD.PDF](#)

PDF: [4.1.4 IMPLEMENTATION GUIDANCE DOCUMENT.PDF](#)

WORD: [4.1.1 POCD RESOLUTION OF APPROVAL.DOC](#)

PDF: [4.1.1 - POCD INTRODUCTION SECTION.PDF](#)

PDF: [4.1.1 - POCD CONCLUSION SECTION.PDF](#)

PDF: [4.1.1 - POCD DEVELOPMENT STRATEGIES SECTION.PDF](#)

PDF: [4.1.1.POCD CONSERVATION SECTION.PDF](#)

PDF: [4.1.1 - POCD INFRASTRUCTURE STRATEGIES SECTION.PDF](#)

Additional Information: <http://www.westportct.gov/index.aspx?page=1072> <http://www.westportct.gov/modules/showdocument.aspx?documentid=11717>

5.4 Assess Climate Vulnerability

5 Points

Supporting Documentation:

WORD: [4.4.1 ASSESSING CLIMATE VULNERABILITY.DOCX](#)

PDF: [WESTPORT POCD.PDF](#)

5.5 Inventory and Assess Historic Resources

5 Points

Supporting Documentation:

PDF: [5.4C.PDF](#)

6. Clean and Diverse Transportation Systems and Choices

6.1 Implement Complete Streets

25 Points

Supporting Documentation:

IMAGE: [SPEEDHUMP09020501POP_THUMB 5.1.5.JPG](#)

IMAGE: [CENTER AND TURNING LINES 5.1.5.JPG](#)

PDF: [DOWNTOWN MASTER PLAN 5.5.3 & 5.1.4.PDF](#)

PDF: [SAUGATUCK TOD MASTER PLAN 5.5.3 & 5.1.4.PDF](#)

Additional Information: 5.1.5: The Westport Department of Public Works initiated a TAME traffic management project to improve traffic safety by using components such as line stripings, road materials, cat eyes, directional signs on curves, speed humps, channelizations at intersections, lane lines, center lines and other traffic calming methods. These methods connect active transportation networks across all neighborhoods. The photos are attached. Planning & design documents 5.1.4: https://static1.squarespace.com/static/590159efe4fcb5989e17b683/t/59d2b6a051a5842e81a9a494/1506981554908/2017_09_19+Westport+Saugatuck+TOD+MasterPlan+Presentation.pptx
https://downtownwestportct.files.wordpress.com/2015/07/dwmp_06042015_web.pdf

6.4 Support Zero Emission Vehicle Deployment

5 Points

Supporting Documentation:

PDF: [EV CHARGERS TOWN HALL 110 MYRTLE AVE WESTPORT USE 2-4 2018.PDF](#)

PDF: [5.4A PHOTOS WITH CAPTIONS.PDF](#)

6.5 Promote Public Transit and Other Mobility Strategies

30 Points

Supporting Documentation:

PDF: [WESTPORTTRANSIT_5X7_FINALPOSTCARD 5.5.1.PDF](#)

PDF: [WESTPORTTRANSITBANNERS_V8 5.5.1.PDF](#)

PDF: [WESTPORTTRANSITEMAILS_SC_PROMOTE_PUBLIC_TRANSIT_AND_OTHER_MOBILITY_STRATEGIES 5.5.1.PDF](#)

PDF: [WESTPORTTRANSITPOSTERS_V8 5.5.1.PDF](#)

PDF: [WESTPORT_TRANSIT_DISTRICT_2016_SURVEY_FINAL 5.5.2.PDF](#)

WORD: [11-03-2016_PRESS_RELEASE_RE_WTD_LAUNCHES_TOWN-WIDE_SURVEY_FINAL 5.5.2.DOCX](#)

WORD: [WTD AND NORWALK TD AND METRO NORTH COLLABORATION 5.5.3.DOCX](#)

WORD: [WESTPORT_TRANSIT_DISTRICT_2016_SURVEY_QUESTIONS 5.5.2.DOCX](#)

PDF: [DOWNTOWN MASTER PLAN 5.5.3.PDF](#)

PDF: [SAUGATUCK TOD MASTER PLAN 5.5.3.PDF](#)

Additional Information: 5.5.3: Westport is one of the few communities in Connecticut that provides public transportation to Metro-North train stations - thereby enabling many commuters in Westport to take public transportation from their home to their places of employment in destinations such as Stamford and New York City (without the use of a car). Westport Transit bus schedules to and from the Saugatuck and Green Farms train stations are synchronized with the Metro-North train schedules. In order to maintain this seamless connection, the Westport Transit schedules are changed by Norwalk Transit (Westport Transit's subcontractor) whenever Metro-North schedules change. This practice has been in effect since the inception of the public bus to train program in 1974. The Downtown Master Plan and Saugatuck Transit Oriented Development studies looked at the transit and development needs of these neighborhoods and make recommendations for greater coordination of traffic and transit. The downtown steering committee is listed in the master plan document. The mission of the Saugatuck Transit Oriented Development (TOD) Master Plan Steering Committee ("Saugatuck Steering Committee" or "SSC") will be to assist the town in selecting a planning consultant and to provide assistance and guidance to the selected consultants in conducting a planning process which will result in a Master Plan for the Saugatuck area. The Master Plan will seek to promote a future Saugatuck Center which is vital, livable, safer for pedestrians offering diverse entertainment, dining, recreational, residential and business opportunities and at the same time respects Saugatuck's small town character and historical heritage. The plan will also seek to guide future residential development so that additional vehicles are not added to the Saugatuck Centre and that infrastructure is improved to better facilitate traffic flow and parking, and to reduce congestion. SAUGATUCK TRANSIT ORIENTED DESIGN MASTER PLAN COMMITTEE COMMITTEE CO-CHAIRS: Mary Young Craig Schiavone MEMBERS: Eileen Berenyi Al DiGuido Marty Fox Ward French Leigh Gage Peter Gold Francis Henkels Robert Iannacone Samuel Levenson Matthew Mandell Michael Mahoney Cathy Walsh Ian Warburg EX-OFFICIO MEMBERS: Sam Arciola Katherine Daniel Rick Giunta Steve Edwards Carol Leahy Alicia Mozian Keisha Fink

7. Renewable and Efficient Energy Infrastructure and Operations

7.9 Participate in and Promote the C-PACE Program

15 Points

Supporting Documentation:

WORD: [1.6.2 C-PACE WORKSHOP ATTENDEE LIST JUNE 20 2018 .DOCX](#)

WORD: [1.6.2 PROMOTION OF C-PACE WORKSHOP .DOCX](#)

PDF: [1.6 C-PACE INFORMATION ON WESTPORT WEBSITE.PDF](#)

PDF: [WESTPORT WESTON CHAMBER OF COMMERCE PARTNER LETTER SIGNED 1.6.2.PDF](#)

PDF: [1.6.1 WESTPORT C-PACE RESOLUTION .PDF](#)

EXCEL: [1.6.3 WESTPORT C-PACE PROJECT.XLSX](#)

WORD: [1.6.2 C-PACE GREEN BANK LETTER.DOCX](#)

PDF: [1.6.2 C-PACE WORKSHOP FLYER.PDF](#)

PDF: [1.6.2 C-PACE PRESENTATION - WESTPORT GREEN TASK FORCE AND FAIRFIELD ENERGY TF AND OCED - 6-20-18.PDF](#)

Additional Information:

7.1 Benchmark and Track Energy Use

10 Points

Supporting Documentation:

PDF: [REPORT WASTE WATER UPDATED 6.2.PDF](#)

EXCEL: [BOE ELECTRIC BENCHMARKING FY 2016 - FY 2018 6.1.1.XLSX](#)

WORD: [TOWN ENERGY BENCHMARKING 6.1.1 UTILITYTRAC.DOCX](#)

7.7 Implement a Community Energy Campaign

10 Points

Supporting Documentation:

WORD: [6.8 SUSTAINABLE CT- IMPLEMENT A COMMUNITY EDUCATION CAMPAIGN .DOCX](#)

8. Inclusive Engagement, Communication and Education

8.1 Hold a Sustainability Event

10 Points

Supporting Documentation:

PDF: [7.1 EARTHPLACE PARTNER LETTER.PDF](#)

WORD: [7.1.1. GREENDAY SUSTAINABILITY EVENT.DOCX](#)

WORD: [7.1.1 PARTNERSHIP BETWEEN TOWN AND EARTHPLACE FOR GREENDAY.DOCX](#)

WORD: [7.1.1 HOSTED 6 SUSTAINABILITY EVENTS.DOCX](#)

PDF: [7.1.1 CANOE PADDLE - EXAMPLE OF EVENT INCORPORATING SUSTAINABILITY.PDF](#)

Additional Information: <http://www.westportgreenday.com/> Canoe Paddle Sustainability Event was also used for an Equity Action 9.1

9. Strategic Materials Management

9.1 Report Materials Management Data and Reduce Waste

5 Points

Supporting Documentation:

PDF: [7.5.1 REPORT MATERIALS MANAGEMENT AND RECYCLING ON WEBSITE.PDF](#)

PDF: [7.5.1 REPORT MUNICIPAL SOLID WASTE AND RECYCLING 2015-2017.PDF](#)

11. Healthy, Efficient and Diverse Housing

11.2 Grow Sustainable and Affordable Housing Options

30 Points

Supporting Documentation:

EXCEL: [TOWN THRESHOLD LEVELS FOR AFFORDABLE HOUSING 8.2.1.XLSX](#)

PDF: [LETTER WITH PERCENTAGE INCREASE IN AFFORDABLE HOUSING 8.2.2.PDF](#)

PDF: [AMENDED_FINAL_APPEALS_SUMMARY_2017 8.2.PDF](#)

PDF: [APPEALS_SUMMARY_2012_AMENDED 8.2.PDF](#)

13. Innovative Strategies and Practices

13.1 Implement Your Own Sustainability Action

5 Points

Supporting Documentation:

PDF: [10.1 REGISTRY FOR PEOPLE WITH DISABILITIES.PDF](#)

Additional Information: This action was also used for an Equity Action 9.1