



Sustainable CT Community Certification Report

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

Norwich was certified on October 28, 2019 with 380 points. Listed below is information regarding Norwich's Sustainable CT efforts and materials associated with the applicant's certified actions.

Contact Information

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Actions Implemented

Each approved action and supporting documentation for which Norwich was approved for in 2019 appears below. Please enjoy this opportunity to view and learn from the information and materials provided.

Notes: Submission content was created by Norwich, 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. Thriving Local Economies

1.1 Support Redevelopment of Brownfield Sites

40 Points

Approved Information: 1.1.2 Norwich Brownfields Inventory Map (5 points). updated 4/2018 1.1.3 Meeting with Public to Prioritize Brownfields Held 4/23/18 . (10 points). 4/23/18 1.1.4 Grant Proposal for Remedial Action and Redevelopment Municipal Grant. (10 points). 10/2018. 1.1.8 Remediate a Site. (15 points). completed 2012.

Supporting Documentation:

PDF: [1.1.3 BROWNFIELDS PRIORITIZATION MTG AGENDA 04.23.18 PDF.PDF](#)

PDF: [1.1.3 PUBLIC MEETING PRESS RELEASE.PDF](#)

PDF: [1.1.4 GRANT PROPOSAL SUBMISSION.PDF](#)

PDF: [1.1.4 GRANT PROPOSAL VERIFICATION OF SUBMISSION.PDF](#)

PDF: [1.1.2 GIS BROWNFIELDS MAP.PDF](#)

PDF: [1.1.8 REMEDIATION DESCRIPTION - INTERMODAL FACILITY.PDF](#)

PDF: [1.1.3 LIST OF PRIORITY SITES \(MAP\)](#)

PDF: [1.1.8 REMEDIATION PROJECT PHOTOS](#)

Documentation Details: There is a typo in "Brownfields Prioritization Mtg Agenda". The meeting was held in 2018, which is why they approved the minutes for March of 2018, not 2017 which is what is stated at the top of the agenda.

Partners: none.

Additional Information: There is a typo in "Brownfields Prioritization Mtg Agenda". The meeting was held in 2018, which is why they approved the minutes for March of 2018, not 2017 which is what is stated at the top of the agenda.

1.4 Provide Resources and Supports to Local Businesses

5 Points

Approved Information: 1.4.1 Host a Round table with businesses. (5 points). held 11/27/18.

Supporting Documentation:

PDF: [1.4.1 BUSINESS WORKSHOPS.PDF](#)

Documentation Details: The workshop was held on 11/27/18 between local business professionals and the Norwich Community Development Corporation which is funded by the city. The meeting focused on how to take advantage of the city's opportunity zones.

Partners: CERC. Pullman and Conley. seCTer, Southeastern Connecticut Enterprise Region. NCDC, Norwich Community Development Commission. NCDC is a city funded commission.

Additional Information: The workshop was held on 11/27/18 between local business professionals and the Norwich Community Development Corporation which is funded by the city. The meeting focused on how to take advantage of the city's opportunity zones.

1.6 Participate in and Promote the C-PACE Program

10 Points

Approved Information: 1.6.1. C-Pace Resolution. (5 points) adopted 9/16/17. 1.6.3. C-Pace Projects (5 points)

Supporting Documentation:

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

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

PDF: [1.6.1 LINK TO C-PACE ON MUNICIPAL WEBSITE](#)

PDF: [C-PACE EXECUTED MUNICIPAL AGREEMENT](#)

EXCEL: [NORWICH C-PACE PROJECTS](#)

Partners: None.

2. Well-Stewarded Land and Natural Resources

2.4 Develop an Open Space Plan

10 Points

Approved Information: 2.4.1 Develop an Open Space Inventory (10 points) Completed 7/19/19.
2.4.3 Develop an Open Space Plan. (10 points).

Supporting Documentation:

PDF: [2.4.3 OPEN SPACE PLAN.PDF](#)

EXCEL: [2.4.1 OPEN SPACE INVENTORY](#)

Documentation Details: The Open Space Plan is the plan from the city's POCD. The Open Space Inventory is an excel spreadsheet with the towns open space parcels listed.

Partners: None.

2.8 Implement Low Impact Development

10 Points

Approved Information: 2.8.2.1 Storm Water Management and LID in POCD. (5 points). uploaded 6/24/19. expires 9/2023. 2.8.3.1 LID Demonstration Project. (5 points), completed 10/18.

Supporting Documentation:

PDF: [2.8.1 LID&STORMWATERMANAGEMENT_POCD.PDF](#)

PDF: [2.8.3.1 LID DEMONSTRATION PROJECT SIGNAGE.PDF](#)

PDF: [2.8.3.1 LID DEMONSTRATION PROJECT DESCRIPTION.PDF](#)

IMAGE: [2.8.3.1 DEMONSTRATION PROJECT PHOTOS I](#)

IMAGE: [2.8.3.1 DEMONSTRATION PROJECT PHOTOS II](#)

IMAGE: [2.8.3.1 DEMONSTRATION PROJECT PHOTOS III](#)

Documentation Details: LID & Storm water Management is in the "Manage Utility Infrastructure" section of Norwich's 2013 POCD. The section includes strategies to improve the infrastructure systems while promoting conserving water and implementing LID techniques. All other documents pertain to the implementation project. They are clearly marked as photos of the project or signage, or a description of the project.

Partners: None.

Additional Information: LID & Storm water Management is the "Manage Utility Infrastructure" section of Norwich's 2013 POCD. The section includes strategies to improve the infrastructure systems while promoting conserving water and implementing LID techniques. All other documents pertain to the implementation project. They are clearly marked as photos of the project or signage, or a description of the project.

3. Vibrant and Creative Cultural Ecosystems

3.1 Map Tourism and Cultural Assets

5 Points

Approved Information: 3.1.2 City of Norwich's CT Visit Profile. (5 points). updated 6/18/19

Supporting Documentation:

PDF: [3.1.2 CT VISIT PROFILE.PDF](#)

Documentation Details: Includes photos and the hyperlink.

Partners: None.

3.2 Support Arts and Creative Culture

20 Points

Approved Information: 3.2.1 Poet Laureate Resolution and Choice. adopted 9/4/18. 3.2.3 Establish dedicated funding for the Arts and Culture. FY19. 3.2.7 Streamline Event Planning. updated 7/19. 3.2.8 Establish an Arts District. created 9/6/05. 3.2.10 Promote Library Arts and Culture Events. uploaded 7/8/19.

Supporting Documentation:

PDF: [3.2.1 POET LAUREATE RESOLUTION.PDF](#)

PDF: [3.2.1 POET LAUREATE RESOLUTION ORIGINAL.PDF](#)

PDF: [3.2.8 CHELSEA ARTS DISTRICT RESOLUTION.PDF](#)

PDF: [3.2.8 CHELSEA ARTS DISTRICT CURRENT MAP.PDF](#)

WORD: [3.2.8 CHELSEA ARTS DISTRICT ADDENDUM](#)

PDF: [3.2.10 LIBRARY FLYERS.PDF](#)

IMAGE: [3.2.10 LIBRARY FLYERS II](#)

IMAGE: [3.2.10 LIBRARY FLYERS ON FACEBOOK I](#)

IMAGE: [3.2.10 LIBRARY FLYERS ON FACEBOOK II](#)

PDF: [3.2.3 CITY BUDGET.PDF](#)

PDF: [3.2.7 EVENT PLANNING GUIDE '19.PDF](#)

PDF: [3.2.7 EVENT PLANNING GUIDE '18](#)

WORD: [3.2.7 EVENT SIMPLIFICATION SUMMARY](#)

Documentation Details: "Poet Laureate Resolution Original" is the original resolution approved in September of 2017. "Poet Laureate Resolution" details the committee's continued search for Norwich's Poet Laureate. This resolution did not get approved. "City Budget" is the Norwich FY19 City Budget. The highlighted Line show dedicated funding to the Multicultural development

program. This program funds GlobalCity Norwich which engage the community with multi-cultural experiences and events that enrich and stimulate residents, businesses as well as visitors. "Chelsea Arts District Resolution" is the resolution that established the Arts district in 2005. "Chelsea Arts District Map" is a GIS print out of the map, taken 7/2/19. The pdf shows that the information was updated within 2019, proving that the arts district is still current. "Chelsea Arts District Addendum" is a secondary resolution passed in 2007 expanding the arts district. "Event Planning Guide '18" is the guide given to people who wanted to create an event in 2018. "Event Planning Guide '19" is the guide given in 2019. The '19 Guide is a simpler process than the process described in the '18 guide. "Event Simplification Summary" goes into what the real changes between event planning in those two years and how the new process is simpler than before. Norwich promoted their library's arts and culture events by circulating flyers for multiple events on Facebook and through city-wide departmental emails. They promoted two children's Arts Time (Fridays with Faith and Art with Steve) and Norwich's stop on the Author's Trail. The flyers that were sent out are in the documents labelled Library Flyers I & II.

Partners: Otis Library is Norwich's Public Library. They created the flyers and the arts programs. The city helped promote the events.

Additional Information: "Poet Laureate Resolution Original" is the original resolution approved in September of 2017. "Poet Laureate Resolution" details the committee's continued search for Norwich's Poet Laureate. This resolution did not get approved. "Chelsea Arts District Resolution" is the resolution that established the Arts district in 2005. "Chelsea Arts District Map" is a GIS print out of the map, taken 7/2/19. The pdf shows that the information was updated within 2019, proving that the arts district is still current. "Chelsea Arts District Addendum" is a secondary resolution passed in 2007 expanding the arts district. "Event Planning Guide '18" is the guide given to people who wanted to create an event in 2018. "Event Planning Guide '19" is the guide given in 2019. The '19 Guide is a simpler process than the process described in the '18 guide. "Event Simplification Summary" goes into what the real changes between event planning in those two years and how the new process is simpler than before. Norwich promoted their library's arts and culture events by circulating flyers for multiple events on Facebook and through city-wide departmental emails. They promoted two children's Arts Time (Fridays with Faith and Art with Steve) and Norwich's stop on the Author's Trail. The flyers that were sent out are in the documents labelled Library Flyers I & II.

4. Dynamic and Resilient Planning

4.1 Integrate Sustainability into Plan of Conservation and Development and Zoning

75 Points

Approved Information: 4.1.2 Sustainability Concepts in POCD (40 points), updated 9/2013. 4.1.4 Sustainability Concepts in Planning and Zoning Regulations, (35 points for concepts 1, 3, 5, 8, 9, 10), updated 11/02/15.

Supporting Documentation:

PDF: [4.1.2 POCD HIGHLIGHTED FINAL.PDF](#)

PDF: [4.1.2 WORKSHEET B.PDF](#)

PDF: [4.1.3 POCD IMPLEMENTATION GUIDE PART II.PDF](#)

PDF: [4.1.4 HIGHLIGHTED PLANNING AND ZONING REGULATIONS](#)

PDF: [ACTION 4.1 WORKSHEET C NORWICH.PDF](#)

PDF: [4.1.3 POCD IMPLEMENTATION SECTION](#)

Documentation Details: POCD Highlighted Final has selected sections of Norwich's 2013 POCD. Relevant sections are highlighted in yellow and a box that describes what the sustainable action is is nearby in red. Sections of the document with no relevant information were removed to ease the reviewer. 4.1.2 Worksheet B is required and points to relevant sections in the POCD. We are looking for points under the Land Use, Transportation, Open Space, Watershed Management, Housing and Building, and Resource Management concepts. 4.1.3 POCD Implementation Section is the implementation guide section from the POCD. 4.1.4 Highlighted Planning and Zoning Regulations (PZR) has a abridged PZR documented with relevant sections highlighted and noted. 4.1 Worksheet C is a companion to the Highlighted PZR, and will point the reviewer to relevant information.

Partners: None.

Additional Information: POCD Highlighted Final has selected sections of Norwich's 2013 POCD. Relevant sections are highlighted in yellow. 4.1.2 Worksheet B is required and points to relevant sections in the POCD. We are looking for points under the Land Use, Transportation, Open Space, Watershed Management, Housing and Building, and Resource Management concepts. 4.1.3 POCD Implementation Section is the implementation guide section from the POCD. 4.1.4 Highlighted Planning and Zoning Regulations (PZR) has a abridged PZR documented with relevant sections highlighted and noted. 4.1 Worksheet C is a companion to the Highlighted PZR, and will point the reviewer to relevant information.

4.5 Inventory and Assess Historic Resources

10 Points

Approved Information: 4.5.1 Inventory Historic Assets. (10 points), updated 7/29/19. 4.5.4 Achieve Status as CLG. (5 points), uploaded 6/24/19.

Supporting Documentation:

PDF: [4.5.4 ACHIEVE CLG PROOF WEBLINK.PDF](#)

PDF: [4.5.1 HISTORIC ASSETS INVENTORY](#)

Documentation Details: "Achieve CLG Proof Weblink" is a PDF with a link to a list of all CLGs in Connecticut on the National Parks Service website. It also includes a screenshot showing the website and the date of Norwich's certification.

Partners: Norwich Historical Society. Executive Director is Municipal Staff.

Additional Information: Norwich has been a Certified Local Government since 1991. "Achieve CLG Proof Weblink" is a PDF with a link to a list of all CLGs in Connecticut on the National Parks Service website. It also includes a screenshot showing the website and the date of Norwich's certification.

5. Clean and Diverse Transportation Systems and Choices

5.1 Implement Complete Streets

65 Points

Approved Information: 5.1.2 Send Municipal Staff to Complete Streets Training. (5 points). completed 10/19/16. expires 10/19/19. 5.1.6 Implement specific projects that make roadways safer. (60 points). completed fall/2018. expires fall/2021.

Supporting Documentation:

PDF: [5.1.2 MUNICIPAL COMPLETE STREETS TRAINING.PDF](#)

PDF: [5.1.6 MAHAN DRIVE BIKE LANES.PDF](#)

PDF: [5.1.6 NORWICH AVE PHOTOS.PDF](#)

PDF: [5.1.6 FRANKLIN ST PHOTOS.PDF](#)

PDF: [5.1.6 ADA RAMP PHOTOS.PDF](#)

PDF: [5.1.6 PROJECT DESCRIPTIONS - NORWICH, FRANKLIN, ADA.PDF](#)

Documentation Details: Document 5.1.2 displays Norwich's Assistant Planning Director's contact information and which complete streets training he attended. For 5.1.6 "Mahan Bike Lanes" describes and shows bike lanes that were created off of Mahan Drive in Norwich to make the road safer for multi-modal transportation. "Project Descriptions" gives a description of the Norwich Ave, Franklin Street, and ADA ramp complete streets projects. The "X Photos" files are the accompaniment to the "Project Description file."

Partners: None.

Additional Information: Document 5.1.2 displays Norwich's Assistant Planning Director's contact information and which complete streets training he attended. For 5.1.6 "Mahan Bike Lanes" describes and shows bike lanes that were created off of Mahan Drive in Norwich to make the road safer for multi-modal transportation. "Project Descriptions" gives a description of the Norwich Ave, Franklin Street, and ADA ramp complete streets projects. The "X Photos" files are the accompaniment to the "Project Description file."

5.4 Support Zero Emission Vehicle Deployment

5 Points

Approved Information: 5.4.4 Host EV charging stations on municipal property. (5 points). photo taken 6/27/19

Supporting Documentation:

PDF: [5.4.4 EV CHARGING STATION PHOTOS.PDF](#)

Documentation Details: Photos taken at Norwich Public Utilities' Customer Service Center. Four public-access stations are located on the side of the building and are available for use 24 hours a day, 7 days a week. Norwich Public Utilities is a municipal electric company. All NPU land is municipal property.

Partners: none.

Additional Information: Photos taken at Norwich Public Utilities Customer Service Office. They are located on the backside of the building. Norwich Public Utilities is a municipal electric company. All NPU land is municipal property.

6. Efficient Physical Infrastructure and Operations

6.7 Install Efficient Exterior Lighting

15 Points

Approved Information: 6.7.1 Municipality Installs Efficient Street Lights. (15 points). completed 11/28/18.

Supporting Documentation:

[6.7.1 STREET LIGHT PLAN AND INVENTORY.PPTX](#)

PDF: [6.7.1 PROOF OF STREET LIGHT REPLACEMENT.PDF](#)

PDF: [6.7.1 PUBLIC NOTICE.PDF](#)

PDF: [6.7.1 LIGHT INVENTORY & RFP.PDF](#)

Documentation Details: Proof of Street Light Replacement shows that Norwich Public Utilities (NPU) contracted Tanko Streetlighting company to replace Norwich's street lights. Public Notice is a notice sent from NPU to Norwich residents announcing the change and the dates of construction. Street Light Plan and Inventory shows NPU's plan for changing their street lights. The GIS map indicates where every street light is. On page 11 of Light Inventory and RFP PDF, there is a table inventorying all of Norwich's Street Lights.

Partners: None, though hired outside company to physically replace lights.

Additional Information: Proof of Street Light Replacement shows that Norwich Public Utilities (NPU) contracted Tanko Streetlighting company to replace Norwich's street lights. Public Notice is a notice sent from NPU to Norwich residents announcing the change and the dates of construction. Street Light Plan and Inventory shows NPU's plan for changing their street lights. The GIS map indicates where every street light is. On page 11 of Light Inventory and RFP PDF, there is a table inventorying all of Norwich's Street Lights.

7. Strategic and Inclusive Public Services

7.1 Hold a Sustainability Event

5 Points

Approved Information: 7.1.1 Hold a Sustainability Event. (5 points). held 9/15/18.

Supporting Documentation:

PDF: [7.1.1 EV RIDE AND DRIVE - FLYER.PDF](#)

PDF: [7.1.2 EV RIDE AND DRIVE -NPU MEDIA ALERT.PDF](#)

WORD: [7.1.1 EV RIDE AND DRIVE EVENT PHOTOS AND DESCRIPTION.DOCX](#)

Documentation Details: 7.1.1 EV Ride and Drive -Flyer is a Flyer for the EV Car Show and discussion. 7.1.2 EV Ride and Drive - NPU Media Alert is a media alert for the public sent out by NPU. It goes with action 7.1.1. 7.1.1 EV Ride and Drive Event Photos and Description are photos and the required information for action 7.1.1.

Partners: The event was part of National Drive Electric Week which is sponsored by Plug In America, the Sierra Club, the Electric Auto Association, and by the Nissan LEAF®. Also partnered locally with Greater Norwich Chamber of Commerce, Norwich Clean Cities, and Greater New Haven Clean Cities Coalition. The Municipality's Utility company helped sponsor the event and sent out a public notice to residents.

7.7 Recycle Additional Materials and Compost Organics

10 Points

Approved Information: 7.7 Report Additional Recycled Materials. (10 points). agreement 1/2014.

Supporting Documentation:

PDF: [7.7.1 PAINTCARE AGREEMENT.PDF](#)

PDF: [7.7.1 PAINTCARE ANNUAL REPORT.PDF](#)

Documentation Details: Norwich has a pick-up agreement with PaintCare. PaintCare is a program that picks up unused paint and recycles the paint and the paint cans. "PaintCare Agreement" is The City of Norwich's signed agreement with PaintCare authorizing the company to pick-up paint at the Norwich Transfer Station. "PaintCare Annual Report" is CT PaintCare's most recent annual report. On page four under the section 'Paint Collection Volume' the report tells that PaintCare does recycle the paint. Under Appendix Section A, you can see that Norwich Transfer Station and the Norwich Public Works Garage are still pick-up locations according to PaintCare.

Partners: None.

8. Healthy, Efficient and Diverse Housing

8.1 Design and Implement a Housing Needs Assessment

25 Points

Approved Information: 8.1.1 Create and Maintain the community housing profile. (10 points). 2018 8.1.2 Create A Housing Needs Assessment. (15 points). created 2018. expires 2023.

Supporting Documentation:

PDF: [8.1.2 2018 HOUSING NEEDS ASSESSMENT.PDF](#)

PDF: [8.1.1 HOUSING PROFILE.PDF](#)

PDF: [8.1.1 WORKSHEET 2.PDF](#)

PDF: [8.1.1 HOUSING PROFILE PRESENTATION DATE.PDF](#)

PDF: [8.1.2 RETROSPECTIVE ANALYSIS.PDF](#)

PDF: [8.1.2 HOUSING NEEDS ASSESSMENT REFERENCE SHEET FINAL.PDF](#)

Documentation Details: For Action 8.1.1 we've added: - The Housing Profile -Worksheet 2 -The date of the presentation (Agenda from presentation meeting) For Action 8.1.2 we've added: - The 2018 Housing Needs Assessment -The list of required information is split between the reference sheet which holds items a-h and the retrospective analysis

Partners: SECCOG + SECHA spearheaded the Housing Needs Assessment. The Municipality provides funding to SECCOG and provided additional information and support.

8.2 Grow Sustainable and Affordable Housing Options

50 Points

Approved Information: Norwich Affordable Housing Percentage 2013: 17.42% Norwich Affordable Housing Percentage 2018: 18.73% 8.2.1: 2018 percentage > 10% (10 points) 8.2.2: 1.31 percentage point Increase in affordable housing over five years (40 points)

Supporting Documentation:

PDF: [8.2.2 AFFORDABLE HOUSING APPEALS 2013.PDF](#)

PDF: [8.2.2 AFFORDABLE HOUSING APPEALS 2018.PDF](#)

Documentation Details: Norwich's affordable housing percentage is located under "Exempt Municipalities" in both 8.2.2 documents.

Additional Information: 2013 is the baseline year that will be used. Affordable housing increased in the City of New London from 17.42% in 2012 to 18.73% in 2018. This is a 1.31 percentage point increase over the five year period. The first and second actions both asked for a copy of the most recent CT DOH Affordable Housing Appeals list so we did not attach the document twice.

9. Inclusive and Equitable Community Impacts

9.1 Optimize for Equity

10 Points

Approved Information: 9.1 Optimize for Equity. Paired with action 10.1. (10 points), ongoing.

Supporting Documentation:

IMAGE: [GROUP WORK SESSION PHOTO \(1\)](#)

IMAGE: [GROUP WORK SESSION PHOTO \(2\)](#)

PDF: [9.1 EQUITY TOOLKIT.PDF](#)

Partners: SECT United Way, and many other partners worked together to make this program a reality. The town provided space and helped with the community talks.

Additional Information: Please see action 10.1.

10. Innovation Action

10.1 Implement Your Own Sustainability Action

10 Points

Approved Information: 10.1. Innovation. Created a cross-sector team (New Capacities) of community partners, through systems change, to provide opportunities and eliminate barrier for Norwich residents to support resident employment in high-growth sectors, 2019 (10 points).

Supporting Documentation:

PDF: [10.1 NEW CAPACITIES UNITED WAY WEBSITE.PDF](#)

PDF: [10.1 TACKLING POVERTY THROUGH EDUCATION -BULLETIN ARTICLE.PDF](#)

IMAGE: [10.1 NFA PROGRAM PHOTOS.PNG](#)

WORD: [10.1 NEW CAPACITIES EVENT POSTING](#)

WORD: [10.1 NEW CAPACITIES DESCRIPTION](#)

Documentation Details: Additional Materials:

https://issuu.com/nfaschoolmedia/docs/nfa_magazine_spring_2019_final_rev_ Link to NFA school magazine. on pages 14-15 you will find "NFA Program Photos"

Partners: For the program Norwich has worked many partners. The spearhead of the program is SECT United Way. Norwich has provided support though giving free meeting spaces and helping with community discussions.