

**MINUTES  
TOWN OF DARIEN  
PARKING AUTHORITY  
SPECIAL MEETING**

**September 8, 2014**

A special meeting of the Parking Authority was held on Monday, September 8, 2014. In attendance were First Selectman Stevenson, Selectmen Hall, Marks, Nielsen and Tierney. Also in attendance was Town Administrator Karl Kilduff.

**CALL TO ORDER**

First Selectman Stevenson called the meeting to order at 8:05 p.m.

**PUBLIC COMMENT**

No public comment was offered.

**NEW BUSINESS**

**a) Discuss and Take Action on Approval of Scope of Work for Parking Study Request for Proposals**

First Selectman Stevenson requested comments from the Authority members on the draft scope of work. Mr. Nielsen questioned the approach a consultant would use to identify future development. Mr. Kilduff noted that a build out analysis would help clarify the extent of additional parking to be provided and the consultant would have to work with Planning & Zoning staff to discuss permitted but unbuilt projects and other opportunities.

The Authority discussed the publicly held and private parking lots in the study area of the Downtown as well as how technology deployed at the train stations could be considered in the Downtown as well.

Ms. Marks questioned the timeline for the consultant. Mr. Kilduff noted that consultants will want to collect parking data before snow impacts an accurate count. He added that with national level consultants interested in the RFP, receiving responses should not be an issue to moving forward in a timely fashion.

First Selectman Stevenson noted that local developer David Genovese would like to present a project interns he used to collect Downtown parking information.

The Authority also discussed the possible use of the study in the Planning & Zoning Commission's update to the Town Plan of Conservation and Development.

Mr. Hall moved, seconded by Ms. Marks, to approve the scope of work for the parking study request for proposals. The motion passed in a 5-0 vote.

Draft to be Approved

Parking Authority

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**b) Discuss Charge for Parking Advisory Committee**

The Authority members debated the composition of the advisory committee and its potential roles in relation to the pending parking study. After some debate regarding size and interest group, the Authority settled on a committee of 5 people.

Representation on the committee would be a commuter representative, a daily downtown parker representative, a business owner, a commercial tenant, and a residential realtor. The charge for the committee would include vetting the consultants. A draft charge would be provided for the Authority to review and consider.

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

Mr. Hall moved, seconded by Ms. Marks, to approve the Parking Authority Special Meeting minutes of July 7, 2014. The motion passed in a 5-0- vote.

**ADJOURNMENT**

The Parking Authority adjourned the meeting at 8:38 p.m.

Respectfully submitted

Karl F. Kilduff

Town Administrator