

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, JUNE 2, 2014 TIME: 7:00 PM

AGENDA

- AT 6:00PM, AN ANTICIPATED “NON-MEETING’ WITH COUNSEL RE: LITIGATION & NEGOTIATIONS – RSA 91-A:2, I (b-c)

- I. CALL TO ORDER [7:00PM or thereafter]
- II. ROLL CALL
- III. INVOCATION
- IV. PLEDGE OF ALLEGIANCE

PROCLAMATION

- 1. Portsmouth Symphony Orchestra – Mitchell Shuldman

- V. ACCEPTANCE OF MINUTES – *(There are no minutes available for acceptance)*

- VI. PUBLIC COMMENT SESSION

- VII. APPROVAL OF GRANTS/DONATIONS

(There are no items under this section of the agenda)

- VIII. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

(There are no items under this section of the agenda)

- IX. CONSENT AGENDA

A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA

- A. Request for Approval of Pole License to install 3 poles on Sagamore Avenue as part of the Sagamore Avenue Complete Street Project ***(Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes)***
- B. Letter from Duncan J. Regonini, Secretary, Portsmouth Professional Firefighters Local 1313, requesting permission to conduct two Fill-the-Boot Drive voluntary “toll booths”, at Market Square to collect donations for the Muscular Dystrophy Association on Saturday, July 12, 2014 and Saturday August 9, 2014 between 8:00 a.m. and 5:00 p.m. ***(Sample motion – move to refer to the City Manager with power)***

- C. Letter from Kevin Walker, Area General Manager, Hilton Garden Inn, requesting a temporary road closure of Portwalk Place on June 14, 2014 in conjunction with Market Square Day from 7:00 a.m. to 7:00 p.m. **(Sample motion – move to refer to the City Manager with power)**
- D. Letter from Ruth Griffin requesting permission to plant 2 trees of her choice in front of property located at 479 Richards Avenue **(Sample motion – move to refer to the Trees and Greenery Committee)**

X. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

(There are no items under this section of the agenda)

XI. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

City Manager's Items Which Require Action:

1. Discussion Re: Proposed FY15 Budget
 - Resolution No. 6-2014 – Municipal Fees
 - Resolution No. 7-2014 – General Fund Expenditures
 - Resolution No. 8-2014 – Sewer Fund Expenditures
 - Resolution No. 9-2014 – Water Fund Expenditures
 - Resolution No.10-2014 – Special Revenues, Debt Service Fund and Committed Fund Balances for Necessary Expenditures
 - Resolution No. 11-2014 – Investment Policy

(Sample motions – 1) move to reschedule the June 9th Work Session regarding Financial Disclosure to Tuesday, June 17, 2014 at 6:30 p.m., and; 2) move to establish a Special Meeting of the City Council for Monday, June 9, 2014 at 6:30 p.m. for adoption of the FY15 Budget which includes the six Resolutions identified in the City Manager's comment)

2. Phase II of the Character Based Zoning Project Re: North End

Informational Items

1. Events Listing
2. Report Back Re: Islington Street Sidewalks
3. Update on Design Review
4. Bicycle Pedestrian Master Plan
5. Portsmouth Complete Streets Public Information Session and Discussion
6. Notification of Land Use Board Minutes on City Website
7. Report Back Re: Quiet Zones
8. Meeting with Pan Am

B. MAYOR LISTER

1. Appointments to be Voted:
 - Paul Mannle to the Citywide Neighborhood Steering Committee
 - Dan Rawling to the Historic District Commission as a Regular Member
 - Tristan Law appointment to the Taxi Commission

C. ASSISTANT MAYOR SPLAINE

1. *Sea-3 (Vote to appeal Town of Newington Planning Board decision?)

D. COUNCILOR KENNEDY

1. *The possibility of adding additional Zoning Board of Adjustment members to the Board

E. COUNCILOR LOWN

1. Parking & Traffic Safety Committee Action Sheet and Minutes of the May 8, 2014 meeting (***Sample motion – move to approve and accept the action sheet and minutes of the May 8, 2014 Parking & Traffic Safety Committee meeting***)

F. COUNCILOR DWYER

1. Proposed Rezoning East Side of Route 1 Bypass from Islington Street Bridge to Traffic Circle (***Sample motion – move to refer to the Planning Board***)

XII. MISCELLANEOUS/UNFINISHED BUSINESS

XIII. ADJOURNMENT [AT 10:00PM OR EARLIER]

**KELLI L. BARNABY, CMC/CNHMC
CITY CLERK**

**Indicates Verbal Report*

INFORMATIONAL ITEMS

1. *Notification that the minutes of the November 13, 2013 and December 11, 2013 Conservation Commission meetings are now available on the City's website.
2. *Notification that the minutes of the January 8, 2014, February 12, 2014, March 5, 2014 and March 12, 2014 Historic District Commission meetings are now available on the City's website.
3. *Notification that the minutes of the January 9, 2014, January 16, 2014 and January 23, 2014 Planning Board meetings are now available on the City's website.
4. *Notification that the minutes June 18, 2013, August 20, 2013, October 15, 2013 and October 22, 2013 Zoning Board of Adjustment meetings are now available on the City's website.

NOTICE TO THE PUBLIC WHO ARE HEARING IMPAIRED: Please contact Dianna Fogarty at 603-610-7270 one-week prior to the meeting for assistance.

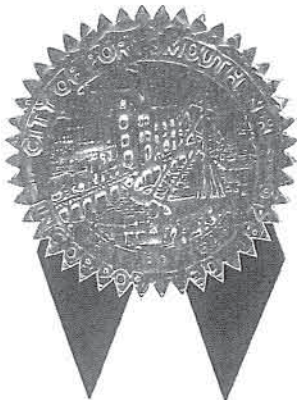
The Council Chambers
City Hall
Portsmouth, New Hampshire

A Proclamation


- Whereas:** Portsmouth, a community known for the vitality of its art and culture, is home to the Portsmouth Symphony Orchestra; and
- Whereas:** Founded in 1997, the Portsmouth Symphony Orchestra is a community orchestra comprised of over 65 local professional educators, dedicated amateurs and advanced students, drawing audiences from the greater Portsmouth/Seacoast area; and
- Whereas:** Orchestras serve their communities in many ways and contribute more to their community than fine concert music. They reach audiences far beyond the concert hall, contributing to the success and vitality of their community, helping to promote and build a vibrant culture that is a reflection of the diversity and depth of the human spirit; and
- Whereas:** A key tenet of the PSO mission is education. It is through the educational outreach into the schools where community orchestras play a vital role in introducing school age children to the lasting beauty of music while contributing to a richer, fuller, and deeper quality of life; and
- Whereas:** The PSO is a significant contributor to the vitality of our community, standing front and center as a major cultural and educational force in the greater seacoast region.

Now, therefore, I, Robert J. Lister, Mayor of the City of Portsmouth, on behalf of the members of the City Council and the citizens of Portsmouth, do proclaim the Portsmouth Symphony Orchestra as:

Portsmouth's Community Orchestra



Given with my hand and the
seal of the City of Portsmouth,
on this 2nd day of June, 2014.


Robert J. Lister, Mayor of Portsmouth

City of
Portsmouth
Department of Public Works



MEMORANDUM

TO: John P. Bohenko, City Manager
FROM: Tom Richter, Engineering Technician
DATE: May 19, 2014
SUBJECT: PSNH License Agreement 63-0575

I have reviewed the pole location information provided by PSNH for Petition and Pole License 63-0575.

This request is to license 3 replacement poles as a part of the Sagamore Avenue Complete Street Project.

The installation of these poles poses no impact to existing City infrastructure. The Public Works Department recommends approval of this license.

Attached are pictures of the pole locations. Please call with any questions you may have.

cc: Peter Rice, P.E. Director of Public Works
Kelli Barnaby, City Clerk



**Public Service
of New Hampshire**

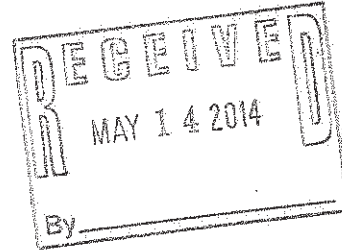
60 W. Pennacook Street, Manchester, NH 03101

Public Service Company of New Hampshire
P.O. Box 330
Manchester, NH 03105-0330
(603) 669-4000

The Northeast Utilities System

May 13, 2014

Office of the City Clerk
City of Portsmouth
One Junkins Avenue
Portsmouth, NH 03801



Dear City Clerk,

Public Service of New Hampshire is hereby requesting permission to install/replace pole(s) located in City of Portsmouth, New Hampshire.

Enclosed for your review find three copies of PSNH Petition and Pole License number 63-0575 for City of Portsmouth review.

Upon approval, please have each copy of the Petition and Pole License signed by the proper authority.

Retain the Petition and Pole License copy labeled "**Portsmouth**" and mail the remaining signed copies along with any invoice for payment to PSNH in the enclosed self-addressed envelope.

If the Petition and Pole License is not approved, please return all copies to PSNH with an explanation.

Please contact me by telephone or e-mail with any questions you may have.

Thank you.

Lisa-Marie Pinkes

Lisa-Marie Pinkes
Customer Operations Support - Licensing
Public Service of New Hampshire
PO Box 330
Manchester, NH 03105-9989
Tel. 603-634-2218
E-Mail: lisa-marie.pinkes@nu.com

Enclosure(s)

PETITION AND POLE LICENSE

PETITION

Manchester, New Hampshire

May 5, 2014

To the City Council of the City of Portsmouth New Hampshire.

PUBLIC SERVICE OF NEW HAMPSHIRE and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE, request a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License three (3) pole(s), 136/6, 136/8, 136/19S located on Sagamore Avenue in the City of Portsmouth.

Northern New England Telephone Operations LLC
d/b/a FairPoint Communications-NNE

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: Jay Pley

BY: Lisa-Marie Pinkes
Lisa-Marie Pinkes, PSNH CO Support/ Licensing

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 5th day of May, 2014, that, PUBLIC SERVICE OF NEW HAMPSHIRE and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE No. 63-0575, dated 4/2/2014, attached hereto and made a part hereof.

City of Portsmouth, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Portsmouth, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

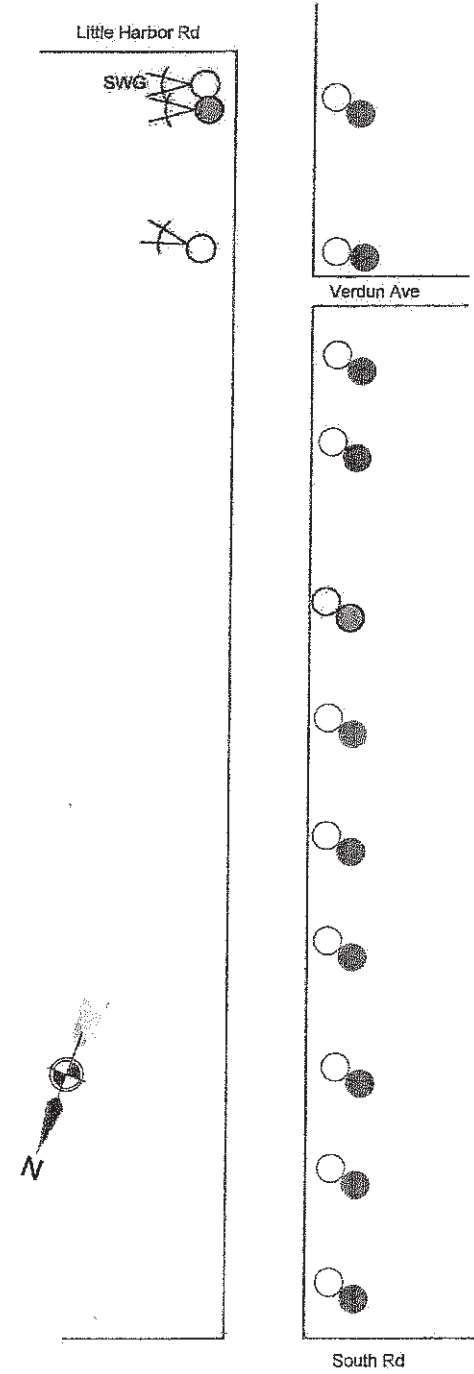
Town Clerk

POLE LOCATION PLAN

PUBLIC SERVICE OF NEW HAMPSHIRE and
Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE

DATE	04/02/2014	LICENSE NO.	63-0575
MUNICIPALITY:	Portsmouth	STATE HWY. DIV. NO.	6
STREET / ROAD:	Sagamore Avenue	STATE LICENSE NO.	
PSNH OFFICE:	Portsmouth	WORK REQUEST#	2302175
PSNH ENGINEER:	Jim Osburn	WORK FINANCIAL #	9P420145
TELCO ENGINEER:	Joe Considine	TELCO PROJECT #	

Pole Numbers		Pole Sz-CI	Eq BH	INSTALL POLE PB	REMOVE	REF	100% LTS	J/O	100% TEL	Span	Dist. from:	Remarks	DOC REQ
LTS	TEL												
136/22S	59/21S	35/2	25/774									inst/rmv JO pole/anc Lic. # 26124	
136/22	59/21	45/2	40/747									inst/rmv JO pole Lic. # 1106	
136/19S	59/19S	35/2										install JO pole/anc	M
136/19	59/19	45/2	40/769									inst/rmv JO pole Lic. # 1106	
136/18	59/18	45/2	40/770									inst/rmv JO pole Lic. # 1106	
136/17	59/17	45/2	35/791									inst/rmv JO pole Lic. # 1106	
136/10	59/10	45/2	40/712									inst/rmv JO pole Lic. # 1106	
136/9	59/9	45/2	40/772									inst/rmv JO pole Lic. # 1106	
136/8	59/8	45/2	40/772									inst/rmv JO pole	M
136/7	59/7	45/2	35/747									inst/rmv JO pole Lic. # 1106	
136/6	59/6	45/2	40/778									inst/rmv JO pole	M
136/5	59/5	45/2	35/744									inst/rmv JO pole Lic. # 1106	
136/4	59/4	45/2	35/778									inst/rmv JO pole Lic. # 1106	



ADDENDUM PER RSA 231:163

- 1) All licensee(s) and any other entity using and/or occupying property of the City pursuant to a license, lease or other agreement shall provide for the payment of properly assessed real and personal property taxes by the party using or occupying said property no later than the due date.
- 2) All licensee(s) and any other entity using and/or occupying property of the City shall provide for the payment of properly assessed real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying property of the city; and
- 3) Failure of the licensee(s) and any other entity using and/or occupying property of the City to pay duly assessed personal and real taxes when due shall be cause to terminate said agreement by the lessor.

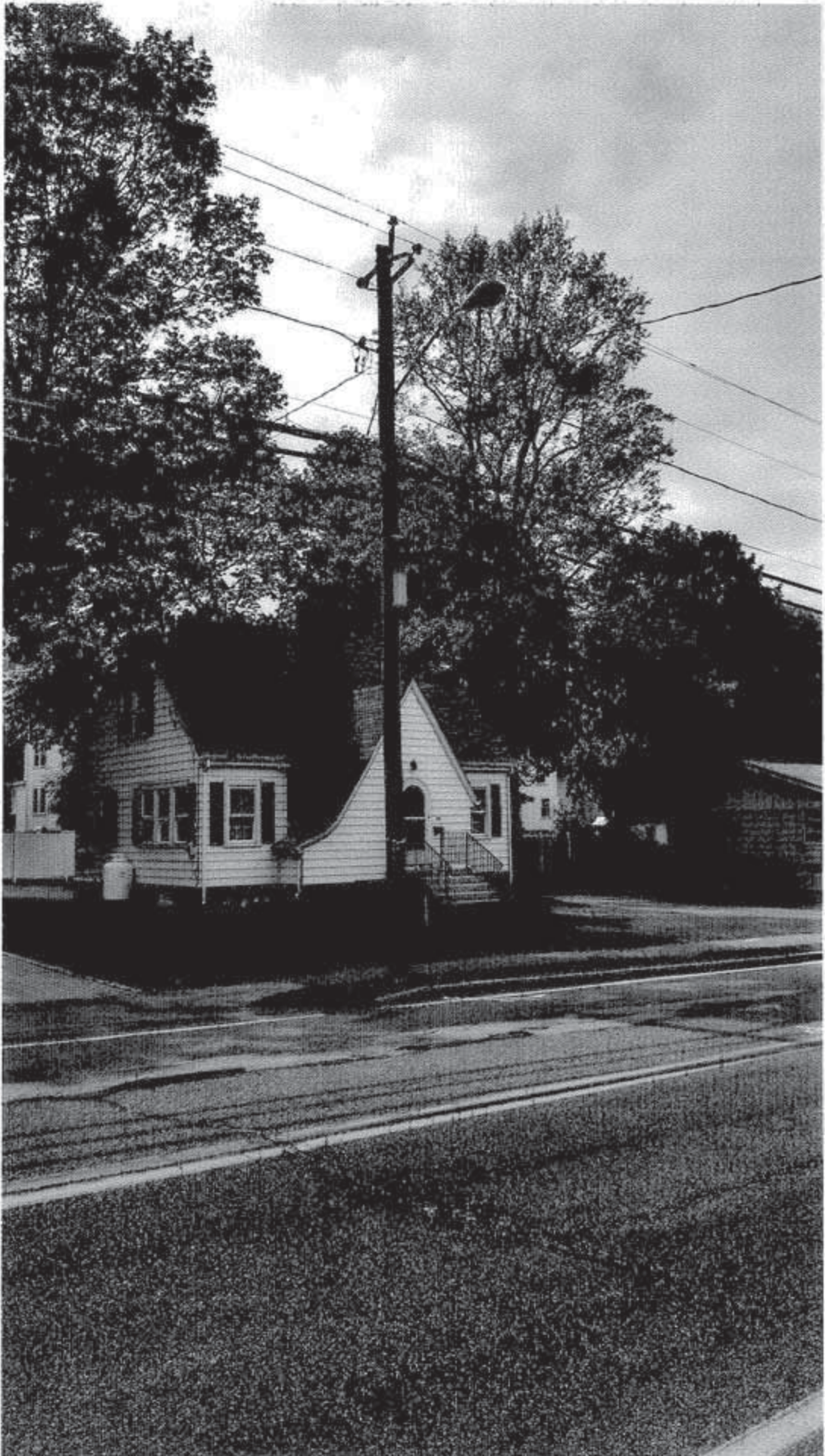
The changes to the licenses, leases and other agreements set forth in the preceding paragraphs shall remain in effect until changed in accordance with the requirements of RSA 231:163.

Approved by City Council:

59/195



59/8



59/6



May 15, 2015

Mr. John Bohenko, City Manager

1 Junkins Avenue

Portsmouth, NH 03801



Dear Mr. Bohenko,

I am writing you today to formally request a temporary road closure of Portwalk Place on June 14, 2014 to thru traffic. As you are well aware, this particular day is Market Square Day in Portsmouth. The reason for this request is that we have experienced, in years past, Portwalk Place being a popular cut-thru for vehicles who are trying to avoid the Maplewood / Deer St. traffic light and the Maplewood / Hanover St. traffic light in an attempt to get over to the Hanover St. Parking garage. This has caused severe "bottle neck" traffic and caused issues with our valet parking operation for both of our facilities, the Residence Inn Portsmouth Downtown and Portsmouth Harbor Events & Conference Center.

On the weekend of June 14 , 2014 we are expecting a sold out hotel and a 200-person wedding which will have heavy valet usage to Portwalk place for our operations. We have made this request in the past and have been given permission by the city to close for a temporary time period. In years past we have closed for roughly a 12-hour period (7am – 7pm) which has worked out well for us.

Please consider our request and feel free to contact me with any further questions or concerns.

Warm Regards,



Kevin Walker

Area General Manager

Hilton Garden Inn / Residence Inn / Portsmouth Harbor Events & Conference Center / Hampton Inn

Kevin.r.walker@hilton.com (603)373-2140



Official Sponsor of the U.S. Olympic Team

The Hilton Family

100 High Street, Portsmouth, NH 03801
Tel: 603 431 1499 Fax: 603 431 1477
www.portsmouthdowntown.stayhgi.com
Reservations: StayHGI.com or 1-877-STAY-HGI



PORTSMOUTH PROFESSIONAL FIRE FIGHTERS

INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS LOCAL 1313

P.O. BOX 207 • PORTSMOUTH, NH 03802-0207

TEL: 603-427-1515

portcityfire.com

received
5/19/14

May 16, 2014

Mayor Robert Lister and City Council
Portsmouth City Hall
1 Junkins Ave.
Portsmouth, NH 03801

Honorable Mayor Lister and members of the City Council:

The International Association of Firefighters (IAFF) is the largest contributor to the Muscular Dystrophy Association (MDA) nationwide. The Portsmouth Professional Firefighters Local 1313 membership are proud members of the IAFF and have annually supported the MDA with their fundraising efforts for many years. Last year the members of Local 1313 raised \$8,689 through our Fill-the-Boot campaign.

The Fill-the-Boot Drive is a voluntary "toll booth", which has been traditionally located at Market Square. During the event, firefighters collect donations for the MDA from passing motorists and pedestrians. Our Fill-the-Boot campaign has been so successful in the past because of the support of the City Council.

Once again, we are asking for the City Council to support our efforts in assisting the MDA. We respectfully request permission to hold two boot drives this year, the first on Saturday July 12 and the second on Saturday August 9. We would collect donations between the hours of 8am to 5 pm. We would like to continue to utilize the Market Square location as it has been very successful for us in the past.

The Portsmouth Professional Firefighters began its fundraising efforts for MDA over 13 years ago. Each year the money collected has benefited afflicted children from Portsmouth, the surrounding seacoast, and across the State of New Hampshire. This year our goal is to raise \$10,000 for this worthy cause, and with the City Council's support we believe we can achieve this.

The Portsmouth Professional Firefighters look forward to working with you on this, and would like to thank you for your continued support in our efforts to help the MDA. If there are any questions or concerns, please feel free to contact Firefighter Tim Dame at 603-834-1896.

Sincerely,

Duncan J. Regonini, Secretary
Portsmouth Professional Firefighters Local 1313

received

5/28/17

Ruth L. Griffin
Executive Councilor, District Three
479 Richard Avenue
Portsmouth, NH 03801
(603) 436-5272



Honorable Mayor
&
City Council.

I am requesting your
permission to plant
two (2) trees of my choice
in front of my property
on 479 Richards Avenue.


Thank you for prompt
attention to my request.

Yours Truly,

Ruth Lewin Griffin
Ruth Lewin Griffin Trust

**CITY OF PORTSMOUTH
PORTSMOUTH, NH 03801**

Office of the City Manager

Date: May 30, 2014
To: Honorable Mayor Robert J. Lister and City Council Members
From: John P. Bohenko, City Manager 
Re: City Manager's Comments on June 2, 2014 City Council Agenda

6:00 p.m. – Non-meeting with counsel.

For details on this matter, please refer to the confidential envelope inserted in the inside pocket of your binder.

City Manager's Items Which Require Action:

1. **Discussion Re: Proposed FY15 Budget.** As a result of the City Council Work Session on May 27th, I have [attached the following six Resolutions](#) for discussion on Monday evening:

Resolution No. 6-2014 adopts Municipal Fees that have been recommended by the Fee Committee. The total revenue generated from these fees is estimated at \$990,750 or 1% of the total FY15 General Fund Revenues.

Resolution No. 7-2014 is pertinent to General Fund expenditures. In this Resolution the proposed appropriations for the General Government, Police, Fire, School, Collective Bargaining, Indoor Pool as well as non-operating appropriations are listed separately.

Resolution No. 8-2014 establishes the annual appropriation, cash requirements and user rates for the Sewer fund. The annual appropriation and cash requirements for FY15 include \$50,000 funded by use of unrestricted net position to implement a new Sewer Assistance Program to provide a discount and or temporary financial relief for seniors, individuals and families in need. Sewer charges are based on water consumption. The adoption of this resolution includes a two step, inclining block rate structure. This means the first 10 units based on water consumption (1 unit equals 100 cubic feet or 748 gallons) per month will be charged at \$11.21 per unit, all consumption over 10 units per month will be charged at \$12.34 per unit. This increase translates to an approximate monthly increase of \$2.65 to the average residential user using 5 units of water per month. Eighty percent (80%) of all residential customers fall in the 10 units or less tier.

Resolution No. 9-2014 establishes the annual appropriation, cash requirements and user rates for the Water fund. The annual appropriation and cash requirements for FY15 include \$50,000 funded by use of unrestricted net position to implement a new Water Assistance Program to provide a discount and or temporary financial relief for seniors, individuals and families in need. Similar to Sewer, the adoption of this resolution will include a two step, inclining block rate structure. The first 10 units (1 unit equals 100 cubic feet or 748 gallons) of water consumed per month will be charged at \$4.15 per unit, all consumption over 10 units per month will be charged at \$5.00 per unit, both rates are unchanged from the previous fiscal year. Eighty percent (80%) of all residential customers fall in the 10 units or less tier.

Resolution No. 10-2014 allows for the expenditure of Special Revenues, Debt Service Fund, and Committed Fund Balance. This allows the City to expend from donations, Federal and State Grants as they are accepted and received, pay debt service associated with Betterment Assessments, to include principal and interest, from a Debt Service Fund, and expend from committed fund balance.

Resolution No. 11-2014 deals with the adoption of an annual investment policy. State law requires the annual adoption of such a policy by every city and town.

It is my understanding that on Monday evening, the City Council will discuss the various Resolutions specifically any adjustments that may be made for the Special June 9th City Council meeting for the adoption of the FY15 Budget. I would be asking for a straw vote on Monday evening so that we have some direction for the June 9th presentations.

I am requesting that the City Council take the following actions:

- 1) *Reschedule the June 9th Work Session regarding Financial Disclosure to June 17, 2014 at 6:30 p.m.*
- 2) *Establish a Special Meeting of the City Council for Monday, June 9, 2014 at 6:30 p.m. for the adoption of the FY15 Budget which includes the six Resolutions identified in the City Manager's comment.*

2. **Phase II of the Character-Based Zoning Project Re: North End.** As you will recall, at the City Council meeting of May 19th, the Planning Department made a presentation outlining the process involved in the upcoming Character-Based Zoning project for the North End area. Starting in June, this phase of the project will focus on the North End (see [Exhibit 1](#)) and a subsequent phase will focus on the Islington Street Corridor (see [Exhibit 2](#)). After existing conditions are analyzed, we will schedule two separate 3-day public planning and design charrettes. Pending final scheduling with consultants at the Town Planning Urban Design Collaborative (TPUDC), the North End charrette will be scheduled for mid-September followed by the Islington Street Corridor for October.

The Planning Department is continuing to work with Brian Wright at TPUDC to develop a final scope of work and schedule for each phase of the project. During the summer months, representatives at TPUDC will work with City Staff to inventory and document the existing

streets, buildings, and properties and also to develop marketing and outreach material in advance of the charrettes. We will notify neighborhood associations, non-profit organizations, seniors, students, and other interest groups inviting them to participate in this event.

Over 300 residents and business owners directly participated in last summer's charrettes for the Downtown CBZ. The Planning Department used a wide variety of techniques to contact many groups and individuals. The charrette process is designed to facilitate extensive citizen participation in the planning process. The multi-day charrette process is designed to allow participants to attend at least one event if they choose to share their concerns.

The goal of the 3-day charrette is to develop general agreement on a shared Vision Plan for each target area. Residents and business owners will develop a Vision Plan for these two target areas which could include opportunities for new community open space, recreational amenities (i.e. parks, squares, bike lanes, sidewalks, greenways), private and public buildings, streets, alleys and parking areas. By including an assessment of public streets, sidewalks, parks and civic buildings, the Vision Plan could provide an opportunity to capture the city's overall character and distinct sense of place.

As in Phase 1 of the CBZ project covering the downtown central business area (see Exhibit 3), the proposed zoning amendments will also include new regulations pertaining to building scale (i.e. height, volume, footprints) and building design (i.e. rooflines, style, character, details) as well as parking, landscaping and other open space areas. When complete, the Vision Plan will render an illustrative (graphic) plan to be used for future development, as well as to draft the new CBZ for these two target areas.

Planning staff will be making a presentation at the June 16, 2014 City Council meeting to confirm the study area for the North End Vision plan.

I would recommend the City Council move to approve the study area for the North End Character-Based Zoning Project.

Informational Items:

1. **Events Listing.** For your information, [attached is a copy of the Events Listing](#) updated after the last City Council meeting on May 19, 2014. In addition, this can be found on the City's website.
2. **Report Back Re: Islington Street Sidewalks.** For your information, [attached is a memorandum from Peter Rice, Public Works Director](#), regarding this matter.
3. **Update on Design Review.** City staff is working on finalizing the modifications to the design review site regulations based on input from public hearings and Planning Board discussion on this matter. They will be presented at a future meeting.

4. **Bicycle Pedestrian Master Plan.** The second public meeting for the Bicycle and Pedestrian Master Plan will be held on June 5, 2014 from 6:30 p.m. to 8:30 p.m., in the Levenson Room of the Portsmouth Public Library. The purpose of the meeting is to solicit feedback on draft recommendations. The City's planning consultant for this project is Toole Design Group, a nationally recognized consulting firm specializing in bicycle and pedestrian transportation. The Plan is scheduled to be completed by September 2014.

Juliet Walker, Transportation Planner in the Planning Department, is managing this project in close collaboration with the Public Works Department and with involvement from other City departments. We continue to provide a variety of opportunities for public involvement during the planning process including an online interactive map, a survey, public meetings, and small group discussions. A schedule and the project updates can be found on the project web page at www.planportsmouth.com/bike-pedestrian-masterplan2014.html.

5. **Portsmouth Complete Streets Public Information Session and Discussion.** As you know, the City has been selected as 1 of 18 communities nationwide and the only one in New England to receive free technical assistance from Smart Growth America and the National Complete Streets Coalition. The focus of the technical assistance will be on implementation of our Complete Streets policy and will include both a public presentation and a training workshop for transportation and land use staff and representatives. **I am pleased to invite you to the Portsmouth Complete Streets Public Information Session and Discussion at the Little Theatre at Portsmouth High School on Thursday, June 12, 2014 starting at 7:00 p.m.**

National expert, Paul Zykofksy, will be the keynote speaker. Paul directs the California Local Government Commission's programs related to land use and transportation planning, community design, and health and the built environment. Paul has experience in land-use, air quality, transportation planning and health and the built environment. He is co-author of documents on transit-oriented development, street design, walkability, traffic calming and public participation in planning. Paul is a frequent presenter at local, regional and national conferences. He is nationally certified to facilitate Safe Routes to School workshops and teaches the FHWA's Designing for Pedestrian Safety and Pedestrian Safety Action Plan courses.

6. **Notification of Land Use Board Minutes on City Website.** For your information, [attached is a memorandum from City Clerk Kelli Barnaby](#), regarding notification of Land Use Board minutes on the City's Website.
7. **Report Back Re: Quiet Zones.** As requested by Councilor Shaheen, [attached is a memorandum from Peter Britz, Environmental Planner](#), regarding research that he completed on railroad quiet zones.
8. **Meeting with Pan Am.** I have been in contact with Cynthia Scarano, Executive Vice President of Pan Am Railways, regarding her availability to meet with the City Council. She is available to meet with the City Council on Monday, July 14, 2014.

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL APPROVAL OF FEE SCHEDULE
FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

**RESOLUTION #6-2014 A RESOLUTION TO ADOPT FEES BY BUDGET
RESOLUTION**

BE IT RESOLVED: **THAT,** the attached fee schedule (Exhibit A) is found to be reasonable and appropriate and is recommended for adoption. (The fees denoted with an asterisk have been changed; all others are incorporated for convenience.)

THAT, the fee schedule attached (Exhibit A) shall be effective July 1, 2014.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY CITY COUNCIL:

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

**City of Portsmouth
Fee Schedule
Finance Department**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
RSA-80:56	Individual occurrences not tracked	Non Sufficient Funds check processing fee	Pre FY 02	\$30.00	\$30.00	\$30.00
Non-Ordinance	Individual occurrences not tracked	Copies: into be copied; i.e., discharge papers, small items 8 1/2 x 11 or 8 1/2 x 14	Pre FY 02	\$0.25	\$0.25	\$0.25
Non-Ordinance	Individual occurrences not tracked	Items that generate a minimum of research, i.e. certificate of occupancy, fire reports, minutes of meetings, pages of past annual reports.	Pre FY 02	\$0.50	\$0.50	\$0.50
Non-Ordinance	Individual occurrences not tracked	In-house material requiring research time, piecing together etc. Example: older fire/ police reports, past budgets, plot plans, septic systems, old minutes, old deeds, agreements and other similar items. All copies made on 11 x 17 pages.	Pre FY 02	\$2.00	\$2.00	\$2.00
Non-Ordinance	Individual occurrences not tracked	Tax bills prepared for parties other than owners.	Pre FY 02	\$1.00	\$1.00	\$1.00
Non-Ordinance	Individual occurrences not tracked	Tax Card/Tax Map from laser printer (Free to property owner)	FY 04	\$1.00	\$1.00	\$1.00
Non-Ordinance	Individual occurrences not tracked	Standard Assessing data base cd	Pre FY 02	\$75.00	\$75.00	\$75.00
Non-Ordinance	Individual occurrences not tracked	DVD copies of City related events	Pre FY 02	\$10.00	\$10.00	\$10.00

**City of Portsmouth
Fee Schedule
City Clerk**

Suggested
FY 2015
Schedule

Fiscal Year
Last Adjusted
FY 2014
Schedule

NOTES

Ordinance / Non-Ordinance
Title

Description

Fiscal Year
Last Adjusted

FY 2013
Schedule

FY 2014
Schedule

* (Indicates change from current fee)

Chapter 5: Article IV Section 402

License to handle any gasoline or similar fluids within the City.

FY 13 there were 23 Petroleum Licenses processed for \$5,075.	Initial License Fee	FY 14	\$275.00	\$300.00	per location	\$300.00
	Annual Renewal Fee	FY 14	\$75.00	\$100.00	Up to 9,999 gallons	\$100.00
	Annual Renewal Fee	FY 14	\$100.00	\$125.00	10,000 to 14,999	\$125.00
	Annual Renewal Fee	FY 14	\$125.00	\$150.00	15,000 to 19,999	\$150.00
	Annual Renewal Fee	FY 14	\$150.00	\$175.00	20,000 to 24,999	\$175.00
	Annual Renewal Fee	FY 14	\$175.00	\$200.00	25,000 to 29,999	\$200.00
	Annual Renewal Fee	FY 14	\$200.00	\$225.00	30,000 to 34,999	\$225.00
	Annual Renewal Fee	FY 14	\$225.00	\$250.00	35,000 to 39,999	\$250.00
	Annual Renewal Fee	FY 14	\$250.00	\$275.00	40,000 to 44,999	\$275.00
	Annual Renewal Fee	FY 14	\$275.00	\$300.00	45,000 to 49,999	\$300.00
	Annual Renewal Fee	FY 14	\$300.00	\$325.00	50,000 and over	\$325.00

Chapter 6: Article I Section 109C

Licenses-Gen. Provisions-
Duties of licensee

Change of license location fee not charged	Pre FY 02	\$1.00	\$1.00	Per Occurrence	\$1.00
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Chapter 6: Article I Section 110B

Licenses-Gen. Provisions-Transfer
of license

No initial license fee charged	Pre FY 02	\$10.00	\$10.00	Per Occurrence	\$10.00
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Chapter 6: Article II Section 201

Billiards and Bowling

FY 13 there were 5 license issued for \$1,060	FY 14	\$20.00	\$25.00	Per Year, Per Table or Lane	\$25.00
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Chapter 6: Article III Section 302

Model Slot Car Racing

No licenses issued in FY 13	Pre FY 02	\$25.00	\$25.00	Per Year	\$25.00
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**City of Portsmouth
Fee Schedule
City Clerk**

<u>Ordinance / Non-Ordinance Title</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
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* (Indicates change from current fee)

Chapter 6: Article IV Section 403C

Coin Operated Amusement Devices

License FY 13 there were 7 licenses issued for \$4,530.	FY 03	\$75.00	\$75.00	\$75.00	For each of the first 30 machines, per year	\$75.00
	FY 03	\$10.00	\$10.00	\$10.00	For each machine over 30, per year	\$10.00

Chapter 6: Article V Section 502

Boxing and Wrestling

License	Pre FY 02	\$10.00	\$10.00	\$10.00	Each Day	\$10.00
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Chapter 6: Article VI Section 602

Dancing

License	Pre FY 02	\$10.00	\$10.00	\$10.00	Per Dance	\$10.00
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Chapter 6: Article VII Section 707D

Dog Ordinance

Procuring City Owned Dogs	Pre FY 02	\$3.00 to \$10.00	\$3.00 to \$10.00	\$3.00 to \$10.00	Per Dog (Discretion of Animal Control Officer)	\$3.00 to \$10.00
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Chapter 6: Article IX Section 901C12

Circus License

Amusement Devices Carnivals (For Operation) Including Each Amusement Device Circus (For Operation) Including Each Amusement Device Fairs (For Operation) Including Each Amusement Device Temporary Structures	Pre FY 02	\$30.00	\$30.00	\$30.00	Per Day	\$30.00
	Pre FY 02	\$125.00	\$125.00	\$125.00	Per Day	\$125.00
	Pre FY 02	\$30.00	\$30.00	\$30.00		\$30.00
	Pre FY 02	\$125.00	\$125.00	\$125.00	Per Day	\$125.00
	Pre FY 02	\$30.00	\$30.00	\$30.00		\$30.00
	Pre FY 02	\$10.00	\$10.00	\$10.00	Per Day	\$10.00
	Pre FY 02	\$5.00	\$5.00	\$5.00	Per Day	\$5.00
	Pre FY 02	\$10.00	\$10.00	\$10.00	Per Day	\$10.00

Chapter 6: Article IX Section 902

**City of Portsmouth
Fee Schedule
City Clerk**

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
Circus License	No license issued in FY 13	Total fee for Circus license shall not be less than	Pre FY 02	\$75.00	\$75.00	\$75.00
Chapter 6: Article X Section 1003 Theatricals, Parades, Open Air Meetings	No license issued in FY 13	License	Pre FY 02	\$300.00	\$300.00	\$300.00
		License to exhibit in any hall	Pre FY 02	\$50.00	\$50.00	\$50.00
Chapter 6: Article XIII Section 1315 Hawkers and Peddlers	FY 13 there were 9 license issued for \$2,250	License	Pre FY 02	\$250.00	\$250.00	\$250.00
Chapter 6: Article XIV Section 1402 Pawn Brokers	FY 13 there were 6 license issued for \$210	License	FY 14	\$35.00	\$50.00	\$50.00
Chapter 6: Article XV Section 1502 Roller Skating Rinks	No license issued in FY 13	License	Pre FY 02	\$50.00	\$50.00	\$50.00
Chapter 6: Article XVI Section 1608 Magazine Subscription Solicitors	No license issued in FY 13	License	FY 06	\$50.00	\$50.00	\$50.00
Chapter 9: Article V Section 504 C Sidewalk Obstructions	FY 13 there were 1 vendor licensing 1 newsrack	Newsrack	Pre FY 02	No Charge	No Charge	No Charge
Chapter 9: Article V Section 504 C Sidewalk Obstructions	FY 13 there were 67 licenses issued for \$5,930.	Obstruction (including Restaurant Table)	FY 14	\$50.00	\$60.00	\$60.00
Chapter 9: Article V Section 504 C Sidewalk Obstructions		Restaurant Chairs	FY 14	\$5.00	\$7.00	\$7.00
Non-ordinance-City Council Policy No. 2012-02 Area Service Agreements-use of City Property for Sidewalk Café's providing Alcohol Services			FY 12	\$10.00	\$10.00	\$10.00
			FY 12	\$2,000.00	\$2,000.00	\$2,000.00

* (Indicates change from current fee)

**City of Portsmouth
Fee Schedule
City Clerk**

Suggested
FY 2015
Schedule

Ordinance / Non-Ordinance
Title

Fiscal Year
Last Adjusted
FY 2013
Schedule
FY 2014
Schedule

Description

NOTES

* (Indicates change from current fee)

Chapter 13: Section 203 A

Mobile Homes

FY 13 there were 3 Mobile Home Parks with 276 occupied spaces for a total fee of \$5,520	FY 14	\$20.00	\$25.00	Annually (Due April 1)	\$25.00
Mobile home space, occupied, located within a mobile home park.					

Chapter 13: Section 203 B

Mobile Homes

There are no Mobile Home Parks in the City of Portsmouth with two or less homes.	Pre FY 02	\$10.00	\$10.00	Annually (Due April 1)(not less than \$10.00)	\$10.00
A minimum fee per mobile home park shall be charged for those parks having but two or less occupied spaces.					
In the case of overlapping jurisdiction, only one fee per annum may be imposed. When an original license/permit is issued on or after July 1st of any year, the permit fee for the remainder of the year shall be one half the permit fee. The City Clerk shall charge the fee for the transfer of the permit in amount not to exceed \$10.00 for a mobile home park. Such license/permit fees herein provided for in this section of this Ordinance shall be in lieu of all inspection or other fees and all other local taxes other than ad valorem taxes.					
	Pre FY 02	\$10.00	\$10.00		\$10.00

Non-Ordinance
Non-Ordinance
Non-Ordinance
Non-Ordinance
Non-Ordinance

FY 13 collections of \$1,330 with 26 occurrences	FY 05	\$5.00	\$5.00	Per Document	\$5.00
FY 13 collections of \$465 with 31 occurrences	FY 05	\$15.00	\$15.00		\$15.00
FY 13 collections of \$0 with 0 occurrences	Pre FY 02	\$60.00	\$60.00	per set	\$60.00
FY 13 collections of \$0 with 0 occurrences	Pre FY 02	\$10.00-\$15.00	\$10.00-\$15.00	(based on size of ward)	\$10.00-\$15.00
FY 13 collections of \$580 with 29 occurrences	FY 05	\$20.00	\$20.00		\$20.00

Non-Ordinance
Non-Ordinance

FY 13 collections of \$0 with 0 occurrences	Pre FY 02	\$100.00	\$100.00		\$100.00
FY 13 collections of \$0 with 0 occurrences	Pre FY 02	\$50.00	\$50.00		\$50.00

Non-Ordinance
Non-Ordinance
Non-Ordinance
RSA 540:1-B

FY 13 collections of \$55 with 11 occurrences	FY 05	\$5.00	\$5.00		\$5.00
FY 13 collections of \$200 with 2 occurrences	FY 05	\$100.00	\$100.00	per election	\$100.00
FY 13 collections of \$35 with 7 occurrences	Pre FY 02	\$5.00	\$5.00		\$5.00
FY 13 collections of \$0 with 0 occurrences	FY 12	\$15.00	\$15.00	per form	\$15.00

**City of Portsmouth
Fee Schedule
Planning Department**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

Fiscal Year
FY 2013
Schedule

Fiscal Year
FY 2014
Schedule

Ordinance / Non-Ordinance
Title

Description

Last Adjusted
Schedule

Suggested
FY 2015
Schedule

Notes

Ordinance / Non-Ordinance Title	Description	Last Adjusted Schedule	Fiscal Year FY 2013 Schedule	Fiscal Year FY 2014 Schedule	Suggested FY 2015 Schedule
Non-Ordinance	PLANNING BOARD Subdivision applications(residential)	FY 14	\$200.00	\$300.00	\$500.00 *
Non-Ordinance	Plus Per Lot	FY 07	\$100.00	\$100.00	\$200.00 *
Non-Ordinance	Subdivision applications(non-residential)	FY 09	\$350.00	\$350.00	\$700.00 *
Non-Ordinance	Plus Per Lot	FY 07	\$150.00	\$150.00	\$300.00 *
Non-Ordinance	Lot Line Revision/Verification	FY 14	\$175.00	\$250.00	\$250.00
Non-Ordinance	Filing of Condominium Site Plans per State Statute-no subdivision	FY 11	\$50.00	\$50.00	\$100.00 *
Non-Ordinance	Lot Consolidation-no subdivision	FY 10	\$175.00	\$175.00	\$175.00
Non-Ordinance	Area of disturbance in wetland or wetland buffer: -up to 100 sq ft -up to 1,000 sq ft -greater than 1,000 sq ft	FY 13 FY 13 FY 13	\$50.00 \$250.00 \$500.00	\$50.00 \$250.00 \$500.00	\$100.00 * \$500.00 * \$1,000.00 *
Non-Ordinance	Development Plan -Character Districts	FY 15 FY 15 FY 15	N/A N/A N/A	N/A N/A N/A	\$1,000.00 * \$0.05 * \$5,000.00 *
Non-Ordinance	PLANNING-BOARD OF ADJUSTMENT				
Non-Ordinance	Residential application 1-2 dwelling units	FY 13	\$125.00	\$125.00	\$150.00 *
Non-Ordinance	3-4 dwelling units	FY 13	\$200.00	\$200.00	\$250.00 *
Non-Ordinance	5-and over	FY 15	N/A	N/A	\$250.00 *
Non-Ordinance	For each unit over 4	FY 15	N/A	N/A	\$50.00 *
Non-Ordinance	5-10 dwelling units	FY 13	\$250.00	\$250.00	Delete *

**City of Portsmouth
Fee Schedule
Planning Department**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

Fiscal Year
FY 2013
Schedule

Fiscal Year
FY 2014
Schedule

Ordinance / Non-Ordinance
Title

Ordinance / Non-Ordinance
Title

Notes

Ordinance / Non-Ordinance Title	Description	Fiscal Year FY 2013 Schedule	Fiscal Year FY 2014 Schedule	Suggested FY 2015 Schedule
Non-Ordinance	11-30 dwelling units	\$300.00	\$300.00	* Delete
Non-Ordinance	30+ dwelling units	\$300.00	\$300.00	* Delete
Non-Ordinance	For each unit over 30	\$50.00	\$50.00	* Delete
Non-Ordinance	Total application fee shall not exceed (cap)	\$2,000.00	\$2,000.00	* \$3,000.00
Non-Ordinance	Residential application-accessory structure only	\$50.00	\$50.00	\$50.00
Non-Ordinance	Non-residential applications	\$300.00	\$300.00	\$300.00
Non-Ordinance	In Addition:			
Non-Ordinance	Per \$1,000 of valuation of new construction	\$5.00	\$5.00	\$5.00
Non-Ordinance	Total application fee shall not exceed (cap)	\$2,000.00	\$2,000.00	* \$3,000.00
Non-Ordinance	Signs	\$200.00	\$200.00	\$200.00
Non-Ordinance	PLANNING-SITE REVIEW			
Non-Ordinance	All developments	\$300.00	\$500.00	\$500.00
Non-Ordinance	In Addition:			
Non-Ordinance	Per \$1,000 of Site costs only	\$5.00	\$5.00	\$5.00
Non-Ordinance	and per 1,000 square feet of site development area	N/A	N/A	* \$10.00
Non-Ordinance	Total application fee shall not exceed (cap)	\$15,000.00	\$15,000.00	\$15,000.00
Non-Ordinance	PLANNING-HISTORIC DISTRICT			
Non-Ordinance	Residential applications 1 dwelling unit	\$50.00	\$50.00	* \$100.00
Non-Ordinance	2 dwelling units	\$75.00	\$75.00	* \$100.00
Non-Ordinance	3 dwelling units	\$100.00	\$100.00	* \$250.00
Non-Ordinance	4 and over dwelling units	N/A	N/A	* \$400.00
Non-Ordinance	For each unit over 4	N/A	N/A	* \$100.00

**City of Portsmouth
Fee Schedule
Planning Department**

* (Indicates change from current fee)

Ordinance / Non-Ordinance Title	NOTES	Description	Fiscal Year		Suggested FY 2015 Schedule		
			Last Adjusted	Schedule			
Non-Ordinance		4-10 dwelling units	FY 06	\$125.00	\$125.00	*	Delete
Non-Ordinance		11-30 dwelling units	FY 06	\$250.00	\$250.00	*	Delete
Non-Ordinance		30+ dwelling units	FY 12	\$300.00	\$300.00	*	Delete
Non-Ordinance		For each unit over 30	FY 12	\$50.00	\$50.00	*	Delete
		Accessory structure, mechanical equipment or replacement of doors/windows only	FY 13	\$50.00	\$50.00	*	\$100.00
Non-Ordinance		Non-residential applications	FY 07	\$300.00	\$300.00	*	\$500.00
		In Addition:					
		Per \$1,000 of valuation of new construction	Pre FY 02	\$5.00	\$5.00		
Non-Ordinance		Total application fee shall not exceed (cap)	FY 13	\$3,000.00	\$3,000.00	*	\$5,000.00
Non-Ordinance		Non-residential applications-accessory structure, mechanical equipment or replacement of doors/windows only	FY 11	\$50.00	\$50.00	*	\$100.00
Non-Ordinance		Signs	FY 13	\$200.00	\$200.00	*	\$100.00

**City of Portsmouth
Fee Schedule
Inspection Department**

Suggested
FY 2015
Schedule

Ordinance / Non-Ordinance
Title

* (Indicates change from current fee)

Fiscal Year
Last Adjusted
FY 2013
Schedule
FY 2014
Schedule

Description

NOTES

Chapter 8: Article I Section 106.A

Street Obstructions

FY 13 there were 63 permits issued for \$3,150

BUILDING PERMIT FEES:

Chapter 12: Part I Section 109.2

International Building Code-

and

Chapter 12: Part II Section R109.2

International Residential Code-

	FY 11	FY 2013 Schedule	FY 2014 Schedule	Suggested FY 2015 Schedule
Initial	\$50.00	\$50.00	\$50.00	\$50.00
Extension	FY 11	\$25.00	\$25.00	\$25.00
Note: All Construction Permit Fees rounded up to the nearest \$5.00				
Minimum Fee-Residential	FY 07	\$50.00	\$50.00	\$50.00
Special Inspection Fee	FY 07	\$60.00	\$60.00	\$60.00
Emergency Inspection Fee	FY 07	\$60.00	\$60.00	\$60.00
New Construction-Residential (Includes Additions)				
Habitable Enclosed Living Spaces	FY 13	\$0.30	\$0.30	\$0.30 Per gross square ft of floor area
Habitable Unenclosed Living Spaces	FY 13	\$0.25	\$0.25	\$0.25 Per gross square ft of floor area
Nonhabitable or Unfinished Spaces	FY 13	\$0.20	\$0.20	\$0.20 Per gross square ft of floor area
New Construction-Commercial				
	FY 13	\$0.40	\$0.40	\$0.40 Per gross square ft of floor area
Minimum Fee-Commercial	FY 04	\$50.00	\$50.00	\$50.00
Fire Sprinkler Systems	FY 07	\$0.04	\$0.04	\$0.04 Per gross square ft of sprinkled area
Fire Alarm Systems: (Per device installed)				
	FY 07	\$100.00	\$100.00	\$100.00 per Fire Alarm Control Panel
	FY 07	\$50.00	\$50.00	\$50.00 to Modify an Existing Fire Alarm Control Panel
	FY 07	\$35.00	\$35.00	\$35.00 per Remote Annunciator Panel
	FY 07	\$35.00	\$35.00	\$35.00 per Voice Alarm / Notification System (High Rise Feature)
	FY 07	\$35.00	\$35.00	\$35.00 per Off Site Notification Circuit

Following is a summary of Building Permits:

FY 13

Non-Residential Commercial

Issued

305

Value

\$31,672,776

Residential

Issued

375

Value

\$20,166,030

Alterations and Other

Issued

202

Value

\$2,194,458

Permit Fee: \$377,454

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

Ordinance / Non-Ordinance Title	Description	Fiscal Year		Suggested FY 2015 Schedule
		Last Adjusted	Schedule	
International Building Code- and <u>Chapter 12: Part II Section R109.5</u> International Residential Code-				
<u>Chapter 12: Part I Section 108.4</u> International Building Code- and <u>Chapter 12: Part II Section R108.7</u> International Residential Code-	Fee for Nonpermitted Work <small>Any person who is found to have demolished, constructed, altered, removed, or changed the use of a building or structure without the benefit of a building, electrical, plumbing, mechanical, or change in use permit shall, upon issuance of said permit(s), be assessed a charge of (1) 200% of the regular permit fee or (2) \$200.00 whichever is greater. If the regular permit fee is over (3) \$200.00, the permit fee shall be the regular fee plus (4) \$200.00.</small>			
		FY 04	\$2.00	\$2.00
		FY 07	\$300.00	\$300.00
		FY 07	\$300.00	\$300.00
		FY 07	\$300.00	\$300.00
<u>Chapter 12: Part I Section 110.6</u> International Building Code- and <u>Chapter 12: Part II Section R110.6</u> International Residential Code-	Fee for Certificate of Use and Occupancy	FY 07	\$100.00	\$100.00
<u>Chapter 12: Part I Section 106.3.6</u> International Building Code-	Outside Plan Review Services (adjustment to permit) (for all applicable building permits meaning building, electric, plumbing, mechanical or fire protection permits)	FY 14	-30%	-20%

ELECTRICAL FEES:

Chapter 12: Part I Section 109.2
International Building Code-

Following is a summary of Electrical Permits:
FY 13

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

Fiscal Year
FY 2014
Schedule

Fiscal Year
FY 2013
Schedule

Last Adjusted
Schedule

NOTES

Ordinance / Non-Ordinance
Title

Description	Fiscal Year Last Adjusted Schedule	Fiscal Year FY 2013 Schedule	Fiscal Year FY 2014 Schedule	Suggested FY 2015 Schedule
Plan Review Fee	FY 04	\$50.00	\$50.00	\$50.00
Special Inspection Fee	FY 07	\$60.00	\$60.00	\$60.00
Emergency Inspection Fee	FY 07	\$60.00	\$60.00	\$60.00
Reinspection fees	FY 07	\$100.00	\$100.00	\$100.00
for the same item(s)				
Minimum Electric Permit Fee	FY 07	\$50.00	\$50.00	\$50.00
Residential-Service Equipment				
Single Phase	FY 07	\$25.00	\$25.00	\$25.00
Single Phase	FY 08	\$50.00	\$50.00	\$50.00
Single Phase	FY 07	\$70.00	\$70.00	\$70.00
Single Phase	FY 07	\$15.00	\$15.00	\$15.00
Lighting Fixtures, Power Utilization				
Equipment & Outlets	FY 04	\$1.00	\$1.00	\$1.00
Pad Mounted Generators:				
12 KW or less	FY 12	\$75.00	\$75.00	\$75.00
13 KW to 20 KW	FY 12	\$125.00	\$125.00	\$125.00
21 KW and above	FY 12	\$175.00	\$175.00	\$175.00
Manual Gen. set transfer	FY 12	\$10.00	\$10.00	\$10.00
Automatic Gen. set transfer	FY 12	\$25.00	\$25.00	\$25.00
All fees shall be rounded up to the nearest \$5.00 with a minimum				
Commercial-Contract Cost Fee Method				
First \$5000.00 of electrical construction cost from				
	FY 04	\$25.00	\$25.00	\$25.00
Next \$5000.00 of electrical construction cost from				
	FY 04	\$20.00	\$20.00	\$20.00
Next \$5000.00 of electrical construction cost from				
	FY 04	\$15.00	\$15.00	\$15.00

FY 13

591

Permits:

\$99,138

Permit Fees:

and
Chapter 12: Part II Section R109.2

International Residential Code-

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

Ordinance / Non-Ordinance Title	Description	Fiscal Year Last Adjusted	FY 2013 Schedule	FY 2014 Schedule	Rate per Thousand Dollars of Contract Cost	Suggested FY 2015 Schedule
	NOTES					
<u>Chapter 12: Part I Section 109.7</u> International Building Code- and <u>Chapter 12: Part II Section R109.5</u> International Residential Code-	Each \$1000.00 of electrical construction cost from \$15,000.01 & over	FY 07	\$10.00	\$10.00	\$10.00	\$10.00
	Reinspection fees If, upon being called for any inspection, the work is not in compliance with this Code, verbal notice will be given as to the deficiencies and such deficiencies shall be noted on the code official's report. The permit holder shall be responsible for correcting the item(s) and for notifying the code official to reinspect said deficiencies. If when called to reinspect these deficiencies, all is correct, no further action will be taken. However, if during the first reinspection, the work in question has not been corrected, there will be a \$50.00 reinspection fee assessed, which must be paid at the Inspection Office before a third inspection will be made. For each subsequent reinspection of the same deficiency or deficiencies, a like procedure and fee shall be assessed.					
<u>Chapter 14: Section 102A E</u> Housing Code	Certificate of Occupancy	FY 07	\$100.00	\$100.00	\$100.00	\$100.00
	City does not currently collect fee or issue certificate	Pre FY 02	\$1.00	\$1.00	\$1.00 Per Building (Good for 3 years)	\$1.00
PLUMBING/MECHANICAL PERMIT FEES:						
<u>Chapter 15, Part I of II: Section 106.6.2</u> International Plumbing Code & <u>Chapter 15, Part II of II: Section 106.5.2</u> International Mechanics Code	Following is a summary of Plumbing Permits: FY 13 Permits: 792 Permit Fees: \$132,110	Pre FY 02	\$5.00	\$5.00	\$5.00 Each	\$5.00
	Fee per fixture (plumbing or gas)	FY 07	\$30.00	\$30.00	\$30.00 Each	\$30.00
	Water distribution piping (per dwelling)	FY 07	\$30.00	\$30.00	\$30.00 Each	\$30.00
	Waste and vent piping (per dwelling)	FY 07	\$30.00	\$30.00	\$30.00 Each	\$30.00
	Septic System (per dwelling)	FY 07	\$30.00	\$30.00	\$30.00 Each	\$30.00
	Gas distribution piping (per gas meter)	FY 07	\$30.00	\$30.00	\$30.00 Each	\$30.00
	Heating & Cooling Equipment: (Boiler, Furnace, Airhandlers, Unit Heaters, Condenser, Gas Logs, Fireplace Inserts, Solid Fuel Stoves, etc...)	FY 10	\$20.00	\$20.00	\$20.00 per Mechanical Equipment	\$20.00
	Gas Appliance: (Cloths Dryers, Range/Oven					

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

Ordinance / Non-Ordinance
Title

NOTES

Description	Fiscal Year		FY 2014 Schedule	FY 2015 Schedule
	Last Adjusted	FY 2013 Schedule		
Water Heater, etc....)	FY 10	\$5.00	\$5.00	\$5.00 per Gas Appliance
Air Distribution System:	FY 10	\$5.00	\$5.00	\$5.00 per Register
Minimum Permit Fee	FY 07	\$50.00	\$50.00	\$50.00
Commercial rate:				
Required Plan Review Fee	FY 04	\$50.00	\$50.00	\$50.00 Plumbing
(Per contractor and for each revision of plans)	FY 04	\$50.00	\$50.00	\$50.00 Mechanical
Minimum Permit Fee:	FY 04	\$50.00	\$50.00	\$50.00
Commercial-Contract Cost Fee Method				
First \$5000.00 of electrical construction cost from	FY 07	\$25.00	\$25.00	Rate per Thousand Dollars of Contract Cost
Next \$5000.00 of electrical construction cost from	FY 07	\$20.00	\$20.00	Rate per Thousand Dollars of Contract Cost
Next \$5000.00 of electrical construction cost from	FY 07	\$15.00	\$15.00	Rate per Thousand Dollars of Contract Cost
Each \$1000.00 of electrical construction cost from	FY 07	\$10.00	\$10.00	Rate per Thousand Dollars of Contract Cost
\$15,000.01 & over	FY 07	\$10.00	\$10.00	Rate per Thousand Dollars of Contract Cost
Commercial Range & Duct Extinguishing System:				
Base Permit Fee (Per System):	FY 06	\$150.00	\$150.00	\$150.00
<small>[At time of first inspection, if system(s) are not ready for testing within 12 hour from time of inspectors arrival, or if system fails the inspection, a reinspection shall be scheduled after paying a \$150 fee. This procedure and fee shall be repeated for each failed inspection or incomplete system visit.]</small>				
	FY 13	\$300.00	\$300.00	\$300.00
Special Inspection Fee	FY 07	\$60.00	\$60.00	\$60.00 Per hour
Emergency Inspection Fee	FY 07	\$60.00	\$60.00	\$60.00 Per Hour

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

Ordinance / Non-Ordinance Title	Description	Fiscal Year		Suggested FY 2015 Schedule
		Last Adjusted	Schedule	
<u>Chapter 15, Part I of II: Section 107.1.2.4</u> International Plumbing Code	Reinspection Fee	FY 07	\$100.00	\$100.00
<u>Chapter 15, Part II of II: Section 107.6</u> International Mechanics Code	Reinspection Fee	FY 07	\$100.00	\$100.00
<u>Chapter 15, Part I of II: Section 108.8</u> International Plumbing Code	Work Commencing Before Permit Issuance Any person who is found to have done plumbing work without the proper permits shall, upon issuance of said permit(s), be assessed a charge of (1) 150% of the regular permit fee or (2) \$100.00 whichever is greater. If the regular permit fee is over (3) \$200.00, the permit fee shall be the regular fee plus (4) \$200.00			
		FY 04	\$2.00	\$2.00
		FY 07	\$300.00	\$300.00
		FY 07	\$300.00	\$300.00
		FY 07	\$300.00	\$300.00
<u>Chapter 15, Part II of II: Section 106.5.1</u> International Mechanic Code	Commencing work before permit issuance Any person who is found to have done mechanical work without the proper permits shall, upon issuance of said permit(s), be assessed a charge of (1) 150% of the regular permit fee or (2) \$100.00 whichever is greater. If the regular permit fee is over (3) \$200.00, the permit fee shall be the regular fee plus (4) \$200.00.			
		FY 04	\$2.00	\$2.00
		FY 07	\$300.00	\$300.00
		FY 07	\$300.00	\$300.00
		FY 07	\$300.00	\$300.00

NOTES

**City of Portsmouth
Fee Schedule
Police Department**

Suggested
FY 2015
Schedule

* (Indicates change from current fee)

Fiscal Year
Last Adjusted
FY 2013
Schedule

Description

NOTES

Chapter 5: Article VIII Section 802

Alarm Systems Service Charge

Occurrences	Revenue	Pre FY 02	No Charge	No Charge	0-3 Occurrences per calendar year	No Charge
FY 13 Police-Unfounded Emergency Calls						
were as follows:						
666	No charge					
74	\$5,550.00	FY 08	\$75.00	\$75.00	4th Occurrence per calendar year	\$75.00
51	\$3,825.00	FY 08	\$75.00	\$75.00	5th Occurrence per calendar year	\$75.00
41	\$3,075.00	FY 08	\$75.00	\$75.00	6th Occurrence per calendar year	\$75.00
36	\$3,600.00	FY 08	\$100.00	\$100.00	7th Occurrence per calendar year	\$100.00
24	\$3,600.00	FY 10	\$150.00	\$150.00	8th Occurrence per calendar year	\$150.00
14	\$2,800.00	FY 10	\$200.00	\$200.00	9th Occurrence per calendar year	\$200.00
46	\$13,800.00	FY 08	\$300.00	\$300.00	10th-15th Occurrences per calendar year	\$300.00
12	\$4,800.00	FY 09	\$400.00	\$400.00	16th-20th Occurrences per calendar year	\$400.00
6	\$3,000.00	FY 10	\$500.00	\$500.00	21th-25th Occurrences per calendar year	\$500.00
3	\$3,000.00	FY 10	\$1,000.00	\$1,000.00	Each Occurrences 26 or over per calendar year	\$1,000.00
973	\$47,050.00	Pre FY 02	No Charge	No Charge	0-2 Occurrences per January to June	No Charge
Total calls by FY		Pre FY 02	\$50.00	\$50.00	Each Occurrence over 2 per January to June	\$50.00
FY 12	1,005	Pre FY 02	No Charge	No Charge	0-2 Occurrences per July to December	No Charge
FY 11	1,030	Pre FY 02	\$50.00	\$50.00	Each Occurrence over 2 per July to December	\$50.00
FY 10	1,031					
FY 09	1,041					
FY 08	1,224					
FY 07	1,335					
Fire Department does not currently monitor unfounded Emergency calls						

Chapter 7: Article V Section 504

Bicycles

Pre FY 02	No Charge	No Charge
License		

Non-Ordinance

Pre FY 02	No Charge	No Charge
FY 13 0 Occurrences	\$150.00	\$150.00

**City of Portsmouth
Fee Schedule
Fire Department**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

Ordinance / Non-Ordinance
Title

NOTES

Description

Fiscal Year
Last Adjusted

Schedule

FY 2014
Schedule

Chapter 5: Article IV Section 406

Petroleum Inspector

N/A

Compensation

Pre FY 02 \$0.32

\$0.32 per 1,000 gallons

\$0.32

(not to exceed the sum
of \$2.00 per tanker)
(minimum fee shall not
be less than \$1.00)

Chapter 5: Article IX Section F403.2

Open Burning

FY 13 there were 145 permits issued for \$1,809

FY 13

\$10.00

\$10.00 Inspection Fee

\$10.00

Non-Ordinance

FY 13 there were 9 reports researched for \$225

FY 06

\$25.00

\$25.00

\$25.00

Environmental Reports and Research

**City of Portsmouth
Fee Schedule
Public Works**

* (Indicates change from current fee)

Suggested

Ordinance / Non-Ordinance Title NOTES Description Fiscal Year Last Adjusted FY 2013 Schedule FY 2014 Schedule FY 2015 Schedule

Non-Ordinance		FY 13 there were 131 permits issued for approximately \$30,425	Excavation Permit	FY 14	\$100.00	\$150.00	1st 100 sf.	*	\$200.00
Non-Ordinance		New fee for FY 14	Flagging Permit	PRE FY 02	\$25.00	\$25.00	each additional 100 sf.	*	\$100.00
Non-Ordinance		New fee for FY 15	Rental Fees-Note: The following rental fees will be waived for Portsmouth based Non-Profits						
			Cone	FY 15	N/A	N/A	N/A ea/ per event	*	\$1.50
			Trash/Recycling Receptacle	FY 15	N/A	N/A	N/A ea/ per event	*	\$2.00
			Wood Barricade	FY 15	N/A	N/A	N/A ea/ per event	*	\$2.00
			Metal Barricade	FY 15	N/A	N/A	N/A ea/ per event	*	\$4.00
			Sign	FY 15	N/A	N/A	N/A ea/ per event	*	\$5.00
Non-Ordinance			Maps	FY 06	\$0.50	\$0.50	Each Print		\$0.50
Non-Ordinance			Copy of existing map: 8 1/2 x 11 (B & W)	PRE FY 02	\$0.50	\$0.50	Each Print		\$0.50
Non-Ordinance			11 x 17 (B & W)	FY 09	\$10.00	\$10.00	Each Print		\$10.00
Non-Ordinance			22 x 34 (B & W)	FY 09	\$10.00	\$10.00	Each Print		\$10.00
Non-Ordinance			24 x 36 (B & W)	FY 09	\$20.00	\$20.00	Each Print		\$20.00
Non-Ordinance			44 x 34 (B & W)	FY 06	\$5.00	\$5.00	Each Print		\$5.00
Non-Ordinance			Plot existing maps: 8 1/2 x 11	FY 06	\$5.00	\$5.00	Each Print		\$5.00
Non-Ordinance			11 x 17	PRE FY 02	\$10.00	\$10.00	Each Print		\$10.00
Non-Ordinance			22 x 34	PRE FY 02	\$10.00	\$10.00	Each Print		\$10.00
Non-Ordinance			24 x 36	PRE FY 02	\$20.00	\$20.00	Each Print		\$20.00
Non-Ordinance			44 x 34	FY 09	\$0.00	\$0.00			\$0.00
Non-Ordinance			Utility/Geodetic Control Map-	FY 09	\$0.00	\$0.00			\$0.00
Non-Ordinance			for individual property 8 1/2 x 11 (Color)	FY 09	\$0.00	\$0.00			\$0.00
Non-Ordinance			by Email	FY 09	\$10.00	\$10.00			\$10.00
Non-Ordinance			on Cd	FY 09	\$10.00	\$10.00			\$10.00
Non-Ordinance			Maps in PDF format. Tax Map CD	FY 09	\$10.00	\$10.00			\$10.00

**City of Portsmouth
Fee Schedule
Public Works**

* (Indicates change from current fee)

Suggested

Ordinance / Non-Ordinance Title NOTES Description Fiscal Year Last Adjusted FY 2013 Schedule FY 2014 Schedule FY 2015 Schedule

Non-Ordinance		Standard GIS and CAD Data DVD:	FY 09	\$50.00	\$50.00	\$50.00
		Custom Disk of Historical Data (CD or DVD)	FY 09	\$100.00	\$100.00	\$100.00

Non-Ordinance	FY 13 activity: Occurrence	Revenue				
	170	\$850.00				\$5.00 per tire
Non-Ordinance	1134	\$9,072.00	FY 04	\$8.00	\$8.00	\$8.00 per unit *
Non-Ordinance	359	\$3,590.00	FY 04	\$10.00	\$10.00	\$10.00 per unit
Non-Ordinance			FY 15	N/A	N/A	N/A *
Non-Ordinance	279	\$2,790.00	FY 04	\$10.00	\$10.00	\$10.00 per Pickup Truck or Trailer
Non-Ordinance	0	\$0.00	FY 04	\$11.00	\$11.00	\$11.00 per 1 ton dump
Non-Ordinance	5	\$60.00	FY 04	\$12.00	\$12.00	\$12.00 per tree chipper box

**City of Portsmouth
Fee Schedule
Recreation**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

Fiscal Year FY 2013 FY 2014 FY 2015
Last Adjusted Schedule Schedule Schedule

Ordinance / Non-Ordinance Title

Description

NOTES

RECREATION-SPINNAKER PT.

Calendar Year Information:		2012	2013
Adult	Sr. Citizen	Members	Members
	Other	1,048	1,005
		421	410
		117	268
FY Revenue		\$144,307	\$167,909

Non-Ordinance	Adult Resident	FY 14	\$192.00	\$216.00	per year	\$216.00
Non-Ordinance	Senior Citizen Resident	FY 14	\$96.00	\$108.00	per year	\$108.00
Non-Ordinance	Adult Non-Resident	FY 14	\$384.00	\$432.00	per year	\$432.00
Non-Ordinance	Senior Citizen Non-Resident	FY 14	N/A	\$216.00	per year	\$216.00
Non-Ordinance	Daily Guest Fee Resident	PRE FY 02	\$5.00	\$5.00	per day	\$5.00
Non-Ordinance	Daily Guest Fee Non-Resident	FY 12	\$10.00	\$10.00	per day	\$10.00

RECREATION-INDOOR POOL

Per the "Consolidation Lease and Operations Agreement to Maintain the Portsmouth Public Pool"

Article III Section 3.2.

SIPP shall set prices for all services offered on the Premises including:

classes, lessons, memberships, rental fees, and special event operations subject to the following:

All prices affecting City residents shall be subject to review and approval by the City Manager or his designee.

The Recreation Department reported the following Indoor Pool revenue:			
FY 11	FY 12	FY 13	
\$304,532	\$351,561	\$448,361	

Non-Ordinance	5 & Under, Resident	FY 11	\$3.00	\$3.00	per session	\$3.00
Non-Ordinance	5 & Under, Non-Resident	FY 11	\$5.00	\$5.00	per session	\$5.00
Non-Ordinance	5 & Under, Resident/Membership	FY 11	\$180.00	\$180.00	per year	\$180.00
Non-Ordinance	5 & Under, Non-Resident/Membership	FY 11	\$240.00	\$240.00	per year	\$240.00
Non-Ordinance	6-17, Resident	FY 11	\$5.00	\$5.00	per session	\$5.00
Non-Ordinance	6-17, Non-Resident	PRE FY 02	\$10.00	\$10.00	per session	\$10.00
Non-Ordinance	6-17, Resident/Membership	FY 11	\$180.00	\$180.00	per year	\$180.00
Non-Ordinance	6-17, Non-Resident/Membership	FY 11	\$240.00	\$240.00	per year	\$240.00
Non-Ordinance	18-59, Resident	FY 11	\$5.00	\$5.00	per session	\$5.00
Non-Ordinance	18-59, Non-Resident	FY 11	\$10.00	\$10.00	per session	\$10.00
Non-Ordinance	18-59, Resident/Membership	FY 11	\$300.00	\$300.00	per year	\$300.00

**City of Portsmouth
Fee Schedule
Recreation**

* (Indicates change from current fee)

Ordinance / Non-Ordinance Title	Description / NOTES	Fiscal Year Last Adjusted	FY 2013 Schedule	FY 2014 Schedule	Suggested FY 2015 Schedule
Non-Ordinance		FY 11	\$540.00	\$540.00	\$540.00
Non-Ordinance		FY 11	\$3.00	\$3.00	\$3.00
Non-Ordinance		FY 11	\$5.00	\$5.00	\$5.00
Non-Ordinance		FY 11	\$240.00	\$240.00	\$240.00
Non-Ordinance		FY 11	\$300.00	\$300.00	\$300.00
Non-Ordinance		FY 11	\$300.00	\$300.00	\$300.00
Non-Ordinance		FY 11	\$540.00	\$540.00	\$540.00
Non-Ordinance		FY 11	\$180.00	\$180.00	\$180.00
Non-Ordinance		FY 11	\$300.00	\$300.00	\$300.00
Non-Ordinance		FY 11	\$720.00	\$720.00	\$720.00
Non-Ordinance		FY 11	\$720.00	\$720.00	\$720.00
Non-Ordinance		FY 11	\$30.00	\$30.00	\$30.00
Non-Ordinance		FY 11	\$45.00	\$45.00	\$45.00
Non-Ordinance		FY 11	\$65.00	\$65.00	\$65.00
Non-Ordinance		FY 11	\$100.00	\$100.00	\$100.00
Non-Ordinance		FY 11	\$150.00	\$150.00	\$150.00
Non-Ordinance		FY 09	\$40.00	\$40.00	\$40.00
Non-Ordinance		FY 11	\$25.00	\$25.00	\$25.00
Non-Ordinance		PRE FY 02	\$0.00	\$0.00	\$0.00
Non-Ordinance		FY 12	\$2.00	\$2.00	\$2.00
Non-Ordinance		FY 12	\$2.00	\$2.00	\$2.00
Non-Ordinance		FY 12	\$4.00	\$4.00	\$4.00

RECREATION-MISCELLANEOUS

**City of Portsmouth
Fee Schedule
Recreation**

* (Indicates change from current fee)

Title	Ordinance / Non-Ordinance	Description	Fiscal Year Last Adjusted	FY 2013 Schedule	FY 2014 Schedule	Suggested FY 2015 Schedule
Non-Ordinance		Field/Gym-Organized Teams(all inclusive)	FY 14	\$25.00	\$30.00	\$30.00
Non-Ordinance		Practice-Field/Gym use (does not apply to youth athletics including Little League)	FY 12	\$20.00	\$20.00	\$20.00
		Co-sponsored (non-swim team) programs	FY 06	\$200.00	\$200.00	\$200.00
		maintenance fee (placed in maintenance fund)				
		Non-Resident participants in co-sponsored (non-swim team) programs (placed in maintenance fund)	FY 06	\$20.00	\$20.00	\$20.00
Non-Ordinance		Electrical Light Usage at Ballfields(does not apply to youth athletics)	FY 14	\$45.00	\$60.00	\$60.00
Non-Ordinance		Room Rental	PRE FY 02	\$10.00	\$10.00	\$10.00
		Peirce Island Boat Launch:				
Non-Ordinance		Boat Launch (Non-Resident)	FY 14	\$100.00	\$150.00	\$150.00
Non-Ordinance		Boat Launch (Non-Resident)	FY 14	\$15.00	\$20.00	\$20.00
Non-Ordinance		Kayaks, non-motorized (Non-Resident)	FY 14	\$5.00	\$10.00	\$10.00
Non-Ordinance		Kayaks, non-motorized (Non-Resident)	FY 14	\$50.00	\$75.00	\$75.00
Non-Ordinance		Commercial (Non-Resident)	FY 14	\$30.00	\$50.00	\$50.00

FY 13 Boat Ramp fees collected:
\$8,585

City of Portsmouth
 Fee Schedule
 Health Department

Suggested
 FY 2015
 Schedule

* (Indicates change from current fee)

Ordinance / Non-Ordinance
 Title

Fiscal Year
 Last Adjusted

FY 2013
 Schedule

FY 2014
 Schedule

Description

NOTES

FY 13 Health Permits were as follows:

# of Permits	Fees Collected
9	\$3,150.00
18	\$6,300.00
43	\$15,050.00
10	\$3,000.00
31	\$7,440.00
28	\$5,040.00
103	\$12,875.00

HEALTH

Class

Non-Ordinance	A4	Restaurants (400+ seating capacity)	FY 14	\$350.00	\$500.00	\$500.00
Non-Ordinance	A3	Restaurants (300-399 seating capacity)	FY 14	\$350.00	\$450.00	\$450.00
Non-Ordinance	A2	Restaurants (200-299 seating capacity)	FY 14	\$350.00	\$400.00	\$400.00
Non-Ordinance	A1	Restaurants (100-199 seating capacity)	FY 07	\$350.00	\$350.00	\$350.00
Non-Ordinance	B	Restaurants (76-99 seating capacity)	FY 07	\$300.00	\$300.00	\$300.00
Non-Ordinance	C	Restaurants (51-75 seating capacity)	FY 07	\$240.00	\$240.00	\$240.00
Non-Ordinance	D	Restaurants (26-50 seating capacity)	FY 07	\$180.00	\$180.00	\$180.00
Non-Ordinance	E	Restaurants (0-25 seating capacity)	FY 07	\$125.00	\$125.00	\$125.00
Non-Ordinance	E	Bakeries	FY 07	\$125.00	\$125.00	\$125.00
Non-Ordinance	E	Markets or stores with less than 2 food preparation areas selling prepared foods and inc. fish markets, seafood stores and fish processing facilities	FY 07	\$125.00	\$125.00	\$125.00
Non-Ordinance	E	Catering	FY 07	\$125.00	\$125.00	\$125.00
Non-Ordinance	F	Supermarkets	FY 14	\$350.00	\$500.00	\$500.00
Non-Ordinance	G	Bed and Breakfast Operations	FY 07	\$80.00	\$80.00	\$80.00
Non-Ordinance	G	Nursing Home (Food Service)	FY 07	\$80.00	\$80.00	\$80.00
Non-Ordinance	H	Prepackaged Foods (movie theaters, gas stations, video, candy, department, drug stores)	PRE FY 02	\$50.00	\$50.00	\$50.00
Non-Ordinance	M	Mobile Food Operations	FY 12	\$200.00	\$200.00	\$200.00
Non-Ordinance	T	Temporary Food Permit (Portsmouth business with food service permit exempt)	FY 14	\$100.00	\$125.00 (up to two (2) weeks before the day of the event)	\$125.00
Non-Ordinance		Individual occurrences not tracked	PRE FY 02	\$100.00	\$100.00 (additional thereafter)	\$100.00
Non-Ordinance	TT	Sampling for non potentially hazardous foods (14 days or less)	FY 10	\$15.00	\$15.00 (up to four (4) weeks before the day of the event)	\$15.00

**City of Portsmouth
Fee Schedule
Health Department**

* (Indicates change from current fee)

Ordinance / Non-Ordinance Title	Description	Fiscal Year			Suggested FY 2015 Schedule	
		Last Adjusted	Schedule	Schedule		
	(Portsmouth business with food service permit exempt)	FY 10	\$40.00	\$40.00	(additional thereafter)	\$40.00
Non-Ordinance	V Limited Events (1 to 4 events per year)	FY 14	\$60.00	\$150.00		\$150.00
Non-Ordinance	W Farmer's Market Permit (period 5/01/xx-11/01/xx)	FY 07	\$140.00	\$140.00		\$140.00
Non-Ordinance	X No Fee for Health Department Permits: Religious Organizations Youth Groups School Related organizations	FY 10	No Fee	No Fee		No Fee
	These organizations will need to obtain the appropriate Health Permit however there will be no fee associated with the permit.					
Non-Ordinance	Y Fundraiser Permit	FY 14	\$100.00	\$200.00	per event	\$200.00

NOTES

**City of Portsmouth
Fee Schedule
Parking / Transportation**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

NOTES

Fiscal Year
FY 2013
Schedule
FY 2014
Schedule
FY 2015
Schedule

Description

Chapter 6: Article XIII Section 1307

Ordinance / Non-Ordinance Title	FY 10	FY 2013 Schedule	FY 2014 Schedule	FY 2015 Schedule
Vendor from Motor Vehicle Permit April 15- November 15	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Vendor From Motor Vehicle Permit April 15- November 15		\$5,000.00	Minimum Bid	\$5,000.00
Non-Ordinance Valet Parking				
Valet - from non High Occupancy Metered Parking Spaces	FY 10	\$10.00	\$10.00	space per day
Valet - from High Occupancy Metered Parking Spaces	FY 14	N/A	\$15.00	space per day
Valet - from Commercial Loading Zone	FY 10	\$500.00	\$500.00	annually

Chapter 7: Article I Section 114A

Ordinance / Non-Ordinance Title	FY 10	FY 2013 Schedule	FY 2014 Schedule	FY 2015 Schedule
Construction Permit	FY 13	\$30.00	\$30.00	Per Day
Revenue:	FY 11	\$27,890	FY 12	FY 13
	\$62,665		\$71,392	

Chapter 7: Article I Section 114B

Ordinance / Non-Ordinance Title	FY 10	FY 2013 Schedule	FY 2014 Schedule	FY 2015 Schedule
Construction Permit	FY 13	Delete	Delete	Delete Cost of Bag

Chapter 7: Article III Section 321G

Ordinance / Non-Ordinance Title	FY 10	FY 2013 Schedule	FY 2014 Schedule	FY 2015 Schedule
Snow Emergency-Parking Ban	FY 07	\$3.00	\$3.00	per Snow Ban Event

Chapter 7: Article IV Section 402 C

Ordinance / Non-Ordinance Title	FY 10	FY 2013 Schedule	FY 2014 Schedule	FY 2015 Schedule
High Hanover Parking Garage	FY 14	\$0.75	\$1.00	Hourly Rate
Hourly rate revenue:	FY 11	FY 12	FY 13	Free Resident-Sunday
	\$1,295,817	\$1,338,958	\$1,318,963	
Monthly pass revenue:	FY 1997	\$50.00	\$50.00	Monthly Pass Nighttime (7pm-7am)
		\$80.00	\$80.00	Monthly Pass Daytime (7am-7pm)
		\$100.00	\$100.00	Monthly Pass 24 hr
Pass Reinstatement revenue:	FY 03	\$50.00	\$50.00	per booklet of 100 validation stamps
	FY 11	\$15.00	\$15.00	Lost Ticket Fee/Max Daily rate
	FY 08	\$35.00	\$35.00	Garage Pass Deposit
	FY 08	\$15.00	\$15.00	Pass Reinstatement Fee-Leaseholders
Monthly passes as of Dec 13 as follows:	FY 13	\$1.25	\$1.25	Per Hour Charge
383 - \$100 per month (24 hr passes)				
358 - \$80 per month (day passes)				
2 - \$50 per month (night passes)				
56 on waiting list				

Chapter 7: Article IV Section 408

Ordinance / Non-Ordinance Title	FY 10	FY 2013 Schedule	FY 2014 Schedule	FY 2015 Schedule
Electric Vehicle Reserved parking	FY 13	\$1.25	\$1.25	Per Hour Charge

**City of Portsmouth
Fee Schedule
Parking / Transportation**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
Boat launch		Peirce Island Overnight Boat Launch Parking	FY 10	\$5.00	\$5.00	\$5.00
Chapter 7: Article VI Section 604						
Truck Loading/Unloading Zones		Commercial Loading Zone Permit	FY 10	\$25.00	\$25.00	\$25.00
Chapter 7: Article IX Section 903						
Summons Administration Fee		Summons Administration Fee	FY 08	\$75.00	\$75.00	\$75.00
Chapter 7: Article X Section 1004B						
Towing		Boot Removal Administration Fee	FY 08	\$75.00	\$75.00	\$150.00

**City of Portsmouth
Fee Schedule
Water / Sewer Divisions**

* (Indicates change from current fee)

Ordinance / Non-Ordinance	Title	Description	Fiscal Year	FY 2013 Schedule	FY 2014 Schedule	Suggested FY 2015 Schedule

NOTES

Chapter 11: Article II Section 204

Private Sewage Disposal

see Chapter 15, Part II of II: Section 106.5.2
for Septic System fee(per dwelling)

PRE FY 02	N/A	N/A	N/A
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N/A

Chapter 11: Article II Section 205

Building Sewers and Connections

Storm Water Connection Permit Fee (Dependent upon revision of ordinance)

PRE FY 02	\$10.00	\$10.00	New Customer	* \$25.00
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* \$250.00

Industrial Discharge Permit Fee, Including Permit Renewals

Class 1, Permit and Inspection Fee

FY 06	\$200.00	\$200.00	New Customer
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Consultant Based Fee

Industrial Discharge Permit Fee, Including Permit Renewals

Class 2, Permit and Inspection Fee

FY 08	Consultant Based F	Consultant Based F	Consultant Based Fee
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Consultant Based Fee

Industrial Discharge Permit Fee, Including Permit Renewals

Class 3, Permit and Inspection Fee

FY 08	\$500.00	\$500.00	New Customer
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Consultant Based Fee

Industrial Discharge Permit Fee, Including Permit Renewals

Class 4, Permit and Inspection Fee

FY 08	\$500.00	\$500.00	New Customer
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Consultant Based Fee

Industrial Discharge Permit Fee, Including Permit Renewals

Class 5, Permit and Inspection Fee

FY 08	\$500.00	\$500.00	New Customer
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Consultant Based Fee

Oil and Grease Trap Permit Fee

Permit and Inspection Fee

FY 06	\$100.00	\$100.00	New Customer
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* \$150.00

Oil and Grease Trap Permit Renewal Fee

Permit and Inspection Fee

FY 06	\$50.00	\$50.00	Annual
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* \$75.00

Non-Ordinance	Occurrences	Revenue	WATER and SEWER FEES
Non-Ordinance	167	\$4,175	Finance Charge, Unpaid balances after due date
Non-Ordinance	140	\$3,500	Turn On
Non-Ordinance	428	\$14,960	Turn Off
Non-Ordinance			Final Billing Request
Non-Ordinance			Hydrant Rental Deposit
Non-Ordinance			Yearly Account History
Non-Ordinance	5	\$175	Frozen Meter Repairs <= 1 1/2"
Non-Ordinance			Frozen Meter Repairs > 1 1/2"

PRE FY 02	18% annual	18% annual	18% annual
FY 14	\$25.00	\$30.00	per occurrence
FY 14	\$25.00	\$30.00	per occurrence
FY 14	\$35.00	\$40.00	per occurrence
FY 08	\$1,000.00	\$1,000.00	per occurrence
PRE FY 02	\$10.00	\$10.00	per occurrence
PRE FY 02	\$35.00	\$35.00	per occurrence
PRE FY 02	\$50.00	\$50.00	per occurrence

**City of Portsmouth
Fee Schedule
Water / Sewer Divisions**

* (Indicates change from current fee)

Ordinance / Non-Ordinance	Title	Description	Fiscal Year				Suggested FY 2015 Schedule
			Last Adjusted	FY 2013 Schedule	FY 2014 Schedule	FY 2015 Schedule	

NOTES

Non-Ordinance	7	If parts exceed the minimum charge, customer is charged for parts. Emergency Callout	\$1,330	FY 12	\$190.00	\$190.00	per occurrence	*	\$200.00
Non-Ordinance		Based on current wages + benefits Minimum callout=4 hours overtime per union contracts							
Non-Ordinance		Meter Testing <1 1/2"		FY 14	\$35.00	\$50.00	per occurrence		\$50.00
Non-Ordinance		Meter Testing >=1 1/2"		FY 14	\$50.00	\$70.00	per occurrence		\$70.00
		When requested by customer, (if meter test fails no charge to customer)							
Non-Ordinance		Water Services Application Fee		FY 08	\$100.00	\$100.00	per occurrence	*	\$150.00
Non-Ordinance		Meter Reading System Repairs		FY 12	\$50.00	\$50.00	per occurrence		\$50.00
Non-Ordinance		Plus cost of parts							
Non-Ordinance		Fire Flow Testing		FY 13	\$200.00	\$200.00	per Test		\$200.00
Non-Ordinance		Fire Services, Fee per Month							
Non-Ordinance		1"		FY 08	\$2.55	\$2.55	monthly		\$2.55
Non-Ordinance		1 1/2"		FY 08	\$3.82	\$3.82	monthly		\$3.82
Non-Ordinance		2"		FY 08	\$5.09	\$5.09	monthly		\$5.09
Non-Ordinance		2 1/2"		FY 08	\$7.64	\$7.64	monthly		\$7.64
Non-Ordinance		3"		FY 08	\$12.22	\$12.22	monthly		\$12.22
Non-Ordinance		4"		FY 08	\$19.35	\$19.35	monthly	*	\$19.41
Non-Ordinance		5"		FY 08	\$31.57	\$31.57	monthly	*	\$32.32
Non-Ordinance		6"		FY 08	\$38.69	\$38.69	monthly	*	\$42.37
Non-Ordinance		8"		FY 08	\$71.28	\$71.28	monthly	*	\$81.35
Non-Ordinance		10"		FY 08	\$107.93	\$107.93	monthly	*	\$120.09
Non-Ordinance		12"		FY 08	\$162.88	\$162.88	monthly	*	\$200.96
Non-Ordinance	1,040	Hydrant Rentals to Municipalities per hydrant	\$104,000	PRE FY 02	\$100.00	\$100.00	Annually	*	\$150.00
Non-Ordinance	849	Backflow Test	\$42,450	PRE FY 02	\$50.00	\$50.00	per occurrence	*	\$55.00

**City of Portsmouth
Fee Schedule
Water / Sewer Divisions**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

Ordinance / Non-Ordinance

Fiscal Year
FY 2013
Schedule

FY 2014
Schedule

Suggested
FY 2015
Schedule

Title

NOTES

Description

Ordinance / Non-Ordinance	Title	Description	Fiscal Year FY 2013 Schedule	FY 2014 Schedule	Suggested FY 2015 Schedule
Non-Ordinance	Occurrences not tracked individually	Permits	PRE FY 02	\$25.00 per occurrence	* \$50.00
Non-Ordinance	Occurrences not tracked individually	Test Only	PRE FY 02	\$10.00 per occurrence	\$10.00
Non-Ordinance	Occurrences not tracked individually	Test and Sampling	FY 14	\$50.00 per occurrence	\$50.00
Non-Ordinance	not tracked by locator	Sewer Surcharges-BOD Portsmouth	PRE FY 02	\$0.12 per LB	* \$0.20
Non-Ordinance	not tracked by locator	Pease	PRE FY 02	\$0.12 per LB	* \$0.20
Non-Ordinance	not tracked by locator	TSS Portsmouth	PRE FY 02	\$0.13 per LB	* \$0.17
Non-Ordinance	not tracked by locator	Pease	PRE FY 02	\$0.13 per LB	* \$0.17
Non-Ordinance	2.736 M gals	Dumping Fees per 1,000 gals	FY 05	\$60.00 per 1,000 gallons	\$60.00
Non-Ordinance	Occurrences not tracked individually	Recreation Vehicles	FY 12	\$25.00 per 1,000 gallons	\$25.00
Non-Ordinance	Occurrences not tracked individually	Sewer Connection Permits, as req'd ENV-WQ 703.07	PRE FY 02	\$100.00 new customer	* \$150.00
(Dependent upon revision of ordinance)		Sewer Connection Fees	PRE FY 02	\$250.00 new customer	* \$350.00
Non-Ordinance	279	Equipment Rate (Water & Sewer) - Pick Up	FY 12	\$15.00 per hour	\$15.00
Non-Ordinance	164	Backhoe	FY 14	\$40.00 per hour	\$45.00
Non-Ordinance	31	Excavator	FY 14	\$66.00 per hour	\$70.00
Non-Ordinance	126	Dump	FY 14	\$40.00 per hour	\$45.00
Non-Ordinance		Compressor	FY 14	\$8.00 per hour	\$10.00
Non-Ordinance		Pump	FY 14	\$10.00 per hour	\$15.00
Non-Ordinance		Roller	FY 14	\$20.00 per hour	\$25.00
Non-Ordinance		Loader	FY 14	\$50.00 per hour	\$55.00
Non-Ordinance		Steamer	FY 14	\$10.00 per hour	\$15.00
Non-Ordinance		Sewer Rodder	FY 14	\$20.00 per hour	\$25.00
Non-Ordinance	4	Vactor	FY 14	\$65.00 per hour	\$70.00
Non-Ordinance		Paver	FY 14	\$17.00 per hour	\$20.00
Non-Ordinance		TV Camera Vehicle	FY 14	\$65.00 per hour	\$70.00
Ordinance	FY 13	Water - Capacity Improvement Multiplier (CIM)	FY 14	\$684.00 per EDU New Service	* \$1,300.00
Ordinance	FY 13	EDU = equivalent dwelling unit	FY 14	\$918.00 per EDU New Service	* \$1,800.00
Ordinance	FY 13	Sewer - Capacity Improvement Multiplier (CIM)	FY 14	\$744.00 per EDU New Service	* \$1,800.00
Ordinance	FY 13	EDU = equivalent dwelling unit	FY 14	\$744.00 per EDU New Service	* \$1,800.00

**City of Portsmouth
Fee Schedule
Library**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
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LIBRARY

Non-Ordinance	FY 13 collections of \$24,022 with approximately 300 cards distributed over 2 year period, there are card holders who do not purchase cards--(city employees and local business owners)	Non-Resident Library Card	FY 09	\$80.00	\$80.00	\$90.00 *
Non-Ordinance		Non-Resident Library Card-1/2 year	FY 09	\$45.00	\$45.00	\$50.00 *
Non-Ordinance		Non-Resident Library Card-Senior Rate	FY 09	\$75.00	\$75.00	\$80.00 *
Non-Ordinance		Non-Resident Library Card-Senior Rate 1/2 rate	FY 09	\$40.00	\$40.00	\$45.00 *

**City of Portsmouth
Fee Schedule
Prescott Park**

* (Indicates change from current fee)

Suggested
FY 2015
Schedule

Fiscal Year
FY 2013
Schedule

Fiscal Year
FY 2014
Schedule

Ordinance / Non-Ordinance
Title

NOTES

Description

Chapter 8: Article II Section 202 E Z b
Park Property-

Fiscal Year 2013 revenue collected was \$40,707.

RESIDENT (May 1-Sep 30)

Description	FY 08	FY 08	FY 08	FY 08	FY 08
Craft up to twenty (20) ft in length overall		\$2.00	\$2.00	\$2.00	\$3.00
For craft twenty-one (21) ft to forty (30) ft overall		\$3.00	\$3.00	\$3.00	\$4.00
For craft thirty-one (31) ft to forty (40) ft overall		\$4.00	\$4.00	\$4.00	\$5.00
For craft over forty-one (41) ft to fifty (50) ft overall		\$5.00	\$5.00	\$5.00	\$7.00
For craft over fifty (50) ft overall		\$6.00	\$6.00	\$6.00	\$8.00

NON-RESIDENT (May 1-Sep 30)

Description	FY 09	FY 09	FY 09	FY 09	FY 09
Craft up to twenty (20) ft in length overall		\$5.00	\$5.00	\$5.00	\$6.00
For craft twenty-one (21) ft to forty (30) ft overall		\$8.00	\$8.00	\$8.00	\$9.00
For craft thirty-one (31) ft to forty (40) ft overall		\$10.00	\$10.00	\$10.00	\$12.00
For craft over forty-one (41) ft to fifty (50) ft overall		\$12.00	\$12.00	\$12.00	\$15.00
For craft over fifty (50) ft overall		\$15.00	\$15.00	\$15.00	\$18.00

RESIDENT (May 1-Sep 30)

Description	FY 08	FY 08	FY 08	FY 08	FY 08
Craft up to twenty (20) ft in length overall		\$25.00	\$25.00	\$25.00	\$30.00
For craft twenty-one (21) ft to forty (30) ft overall		\$30.00	\$30.00	\$30.00	\$35.00
For craft thirty-one (31) ft to forty (40) ft overall		\$35.00	\$35.00	\$35.00	\$40.00
For craft over forty-one (41) ft to fifty (50) ft overall		\$40.00	\$40.00	\$40.00	\$50.00
For craft over fifty (50) ft overall		\$55.00	\$55.00	\$55.00	\$60.00

NON-RESIDENT (May 1-Sep 30)

Description	FY 09	FY 09	FY 09	FY 09	FY 09
Craft up to twenty (20) ft in length overall		\$35.00	\$35.00	\$35.00	\$40.00
For craft twenty-one (21) ft to forty (30) ft overall		\$50.00	\$50.00	\$50.00	\$60.00
For craft thirty-one (31) ft to forty (40) ft overall		\$70.00	\$70.00	\$70.00	\$80.00
For craft over forty-one (41) ft to fifty (50) ft overall		\$85.00	\$85.00	\$85.00	\$100.00
For craft over fifty (50) ft overall		\$100.00	\$100.00	\$100.00	\$120.00

Park Property-24 Hour Docking Fees

(to be paid in advance)

**City of Portsmouth
Fee Schedule
Prescott Park**

* (Indicates change from current fee)

Title	Ordinance / Non-Ordinance	NOTES	Description	Fiscal Year		Suggested
				Last Adjusted	Schedule	FY 2015

RESIDENT (Oct 1-Apr 30)

Craft up to twenty (20) ft in length overall	FY 10	\$1.00	\$1.00	Per Hour	*	\$2.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 11	\$1.00	\$1.00	Per Hour	*	\$2.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 10	\$2.00	\$2.00	Per Hour	*	\$4.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 11	\$3.00	\$3.00	Per Hour	*	\$6.00
For craft over fifty (50) ft overall	FY 10	\$3.00	\$3.00	Per Hour	*	\$6.00

NON-RESIDENT (Oct 1-Apr 30)

Craft up to twenty (20) ft in length overall	FY 11	\$3.00	\$3.00	Per Hour	*	\$4.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 10	\$4.00	\$4.00	Per Hour	*	\$6.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 10	\$5.00	\$5.00	Per Hour	*	\$7.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 10	\$6.00	\$6.00	Per Hour	*	\$8.00
For craft over fifty (50) ft overall	FY 11	\$8.00	\$8.00	Per Hour	*	\$10.00

RESIDENT (Oct 1-Apr 30)

Craft up to twenty (20) ft in length overall	FY 11	\$13.00	\$13.00	Per Day	*	\$15.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 10	\$15.00	\$15.00	Per Day	*	\$18.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 11	\$18.00	\$18.00	Per Day	*	\$20.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 10	\$20.00	\$20.00	Per Day	*	\$25.00
For craft over fifty (50) ft overall	FY 11	\$28.00	\$28.00	Per Day	*	\$30.00

NON-RESIDENT (Oct 1-Apr 30)

Craft up to twenty (20) ft in length overall	FY 11	\$18.00	\$18.00	Per Day	*	\$20.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 10	\$25.00	\$25.00	Per Day	*	\$30.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 10	\$35.00	\$35.00	Per Day	*	\$40.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 11	\$43.00	\$43.00	Per Day	*	\$50.00

**City of Portsmouth
Fee Schedule
Prescott Park**

* (Indicates change from current fee)

Ordinance / Non-Ordinance Title	NOTES	Description	Fiscal Year		FY 2014 Schedule	FY 2015 Schedule	
			Last Adjusted	Schedule			
		For craft over fifty (50) ft overall	FY 10	\$50.00	\$50.00	Per Day *	\$60.00
Park Property-Seasonal Rental Docking Fees		RESIDENT (April 1 - November 1)	FY 10	\$100.00	\$100.00	Per Season per boat foot *	\$110.00
		NON-RESIDENT (April 1 - November 1)	FY 10	\$120.00	\$120.00	Per Season per boat foot *	\$135.00
Park Property-Docking Utility Access Fees		Dock Utility Access:					
		Resident	FY 15	N/A	N/A	per Night *	\$10.00
		Non Resident	FY 15	N/A	N/A	per Night *	\$10.00

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
GENERAL FUND APPROPRIATION BILL
FOR FISCAL YEAR ENDING JUNE 30, 2015**

DRAFT

RESOLUTION #7-2014

A RESOLUTION MAKING APPROPRIATION OF SUMS FOR ALL THE NECESSARY GENERAL FUND EXPENDITURES FOR THE OPERATION OF GENERAL OPERATING DEPARTMENTS AND SERVICES OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2015.

BE IT RESOLVED:

By the City Council of the City of Portsmouth, New Hampshire assembled, to defray the current General Fund Expenses of the City for the Fiscal Year ending June 30, 2015, for the specific purposes stated in the General Budget adopted herewith. Said sums to be appropriated from the General Fund Revenues as follows:

Department	Appropriation
General Government	\$17,010,942
Police	\$9,343,994
Fire	\$7,757,108
School	\$40,975,396
Collective Bargaining	\$500,000
Transfer to Indoor Pool	\$150,000
Non-Operating	\$21,004,322
Total	\$96,741,762

THAT, there is therefore appropriated the total sum of **Ninety-Six Million, Seven Hundred Forty-One Thousand, Seven Hundred Sixty-Two (\$96,741,762) Dollars.**

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY THE CITY COUNCIL:

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

DRAFT

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL SEWER FUND APPROPRIATION
AND CASH REQUIREMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

Assistance Program

RESOLUTION #8-2014 A RESOLUTION MAKING APPROPRIATION OF SUMS OF MONEY FOR ALL NECESSARY SEWER FUND EXPENSES FOR THE OPERATION OF THE SEWER SYSTEM OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2015.

BE IT RESOLVED: BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:

THAT, there is hereby an appropriated sum of **Nine Million, Nine Hundred Sixty Thousand, Six Hundred Nineteen (\$9,960,619) Dollars** based on the full accrual basis of accounting to defray expenses for the operation of the sewer system for the City of Portsmouth.

THAT, there is hereby cash requirements of **Fourteen Million, Nine Hundred Thirty-Three Thousand, Seven Hundred and Sixteen (\$14,933,716) Dollars** for the purpose of principal debt repayment, purchase of assets, funding of the rate stabilization reserve to increase net position, and to defray expenses for the operations of the sewer system.

THAT, the sewer user rate effective July 1, 2014 is **\$11.21** per unit (1 unit equals 100 cubic feet or 748 gallons of water consumed) for the first 10 units of consumption per month, and **\$12.34** per unit for all units used thereafter to yield a portion of revenue to meet the cash requirements for the operation of the City of Portsmouth's sewer system.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY THE CITY COUNCIL

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL WATER FUND APPROPRIATION
AND CASH REQUIREMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

Assistance Program

RESOLUTION #9-2014 **A RESOLUTION MAKING APPROPRIATION OF SUMS OF MONEY FOR ALL NECESSARY WATER FUND EXPENSES FOR THE OPERATION OF THE WATER SYSTEM OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2015.**

BE IT RESOLVED: **BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:**

THAT, there is hereby appropriated the sum of **Seven Million, Four Hundred Twenty-One Thousand, Three Hundred Two (\$7,421,302) Dollars** based on the full accrual basis of accounting to defray expenses for the operations of the water system for the City of Portsmouth.

THAT, there is hereby cash requirements of **Nine Million, Seven Thousand, Seven Hundred Sixty-Three (\$9,007,763) Dollars** for the purpose of principal debt repayment, the purchase of assets and to defray expenses for the operations of the water system.

THAT, the water user rate effective July 1, 2014, is **\$4.15** per unit (1 unit equals 100 cubic feet or 748 gallons) for the first 10 units of water consumed per month, and **\$5.00** per unit for all units consumed thereafter to yield a portion of revenue to meet the cash requirements for the operation of the City of Portsmouth's water system.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY CITY COUNCIL

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL APPROPRIATION FOR THE EXPENDITURE OF
SPECIAL REVENUES, DEBT SERVICE FUND, AND COMMITTED FUND
BALANCE FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

RESOLUTION #10-2014 A RESOLUTION MAKING APPROPRIATION OF SUMS OF MONEY FROM SPECIAL REVENUES, DEBT SERVICE FUND, AND COMMITTED FUND BALANCE FOR NECESSARY EXPENDITURES FOR THE FISCAL YEAR ENDING JUNE 30, 2015.

BE IT RESOLVED: BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:

THAT, there is hereby appropriated supplemental funding from the General Fund Committed Health Insurance Fund Balance to defray the expenses of Health Insurance costs in excess of General Fund Appropriations for Health Insurance Premiums for Fiscal Year ending June 30, 2015.

THAT, there is hereby appropriated supplemental funding from the General Fund Committed Leave at Termination Fund Balance to defray the expenses of Leave at Termination in excess of General Fund Appropriations for Leave at Termination for Fiscal Year ending June 30, 2015.

THAT, there is hereby appropriated supplemental funding from any other General Fund Committed Fund Balance to defray expenses for Fiscal Year ending June 30, 2015.

THAT, there is hereby appropriated any sums necessary to pay debt service associated with Betterment Assessments, to include principal and interest, from a Debt Service Fund.

THAT, there is hereby appropriated any sums received from all Special Revenues received from, but not limited to, Federal, State, and Local Grants and Donations for Fiscal Year ending June 30, 2015.

THAT, there is hereby appropriated any sums received from Special Revenue Sources, to a maximum of **Eighteen Million (\$18,000,000) Dollars** for the purposes for which such sums may be lawfully expended.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY CITY COUNCIL

KELLIL BARNABY, CMC/CNHMC
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL APPROVAL OF INVESTMENT POLICY
FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

**RESOLUTION #11-2014 A RESOLUTION APPROVING AN INVESTMENT POLICY FOR
THE FISCAL YEAR ENDING JUNE 30, 2015**

**RESOLVED: BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH,
NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:**

THAT, the following investment policy is hereby approved for Fiscal
Year ending June 30, 2015 in conformance with State Law.

The City of Portsmouth recognizes an investment program as one aspect of sound public financial management. The investment program aims at matching the structure of the money market and operations of the City to achieve the best possible results for the City, considering such matters as safety, liquidity, and over-all yield. New Hampshire State Statute (RSA 48:16) authorizes the City Treasurer as custodian of City funds to invest funds not immediately needed for the purpose of expenditure and requires the annual approval by the City Council of an investment policy.

SCOPE

This Policy applies to all financial assets of the City of Portsmouth. Interest earned on public funds will be considered public money, as is the principal invested. Both are resources to achieve a public purpose.

This policy does not include the Trust Funds. The Trust Funds adhere to the Investment Guidelines for the Trust Assets of the City which are adopted by the Trustees of the Trust Funds.

OBJECTIVES

1. Where circumstances may arise and/or in maintaining compliance with this policy, the security and maintenance of principal will take precedent over the security and maintenance of interest.
2. Investments selected shall provide reasonable liquidity as directed by cash flow.
3. The desired return of investments shall be maximized, subject to #1 and #2 above.
4. This investment program encourages participation by financial institutions with the assumption that retention of funds in the local community will, in addition to the direct benefit of investment earnings, benefit the local economy, promote orderly growth, and, in turn, enhance the tax base.
5. The City Finance Director/City Treasurer will endeavor to have 100% of available funds invested on a day-to-day basis.

DELEGATION OF RESPONSIBILITY

1. Administration of cash management is by the Finance Director/City Treasurer. The Finance Director/City Treasurer is responsible for setting major investment strategy and conducts the day to day execution of policy.
2. Whenever the Finance Director/City Treasurer has in custody an excess of funds which are not immediately needed for the purpose of expenditure, the Finance Director/City Treasurer shall invest these funds in eligible investments defined by RSA 48:16.
3. All participants in the investment process shall act prudently to safeguard the public funds and confidence. Cash Management procedures shall fit the legal requirements and organizational structure and adhere to the commonly accepted "Prudent Person Rule".
4. The Cash Management Program operates daily and requires routine procedures to implement it. The City Finance Director/Treasurer shall review cash management and banking services on a continual and ongoing basis to assure that the policy objectives are met.

ELIGIBLE INVESTMENT TRANSACTIONS

Eligible investments are defined by RSA 48:16; accordingly investments will be in the following types of instruments:

1. The Public Investment Pool established pursuant to RSA 383:22.
2. Deposits including money market accounts, or certificates of deposits, or repurchase agreements, and all other types of interest bearing accounts, of federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the state, or in obligations fully guaranteed as to principal and interest by the United States government.

Certificates of deposit which meet all of the following conditions:

- a) The funds are initially invested through a federally insured bank chartered under the laws of New Hampshire or the federal government with a branch within the state, selected by the Treasurer.
- b) The selected bank arranges for the deposit of the funds in certificates of deposit in one or more federally insured financial institutions located in the United States for the account of the Treasurer.
- c) The full amount of principal and any accrued interest of each such certificate of deposit is covered by federal deposit insurance.
- d) The selected bank acts as custodian with respect to such certificates of deposit issued for the account of the Treasurer.

SAFEKEEPING AND COLLATERALIZATION

The Finance Director/City Treasurer shall have custody of all moneys belonging to the City. The Finance Director/City Treasurer shall deposit the same in participation units in the public deposit investment pool established pursuant to RSA 383:22, or in federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the state, except that funds may be deposited in federally insured banks outside the state if such banks pledge and deliver to a third party custodial bank or the regional federal reserve bank collateral security for such deposits of the following types:

- (a) United States government obligations;
- (b) United States government agency obligations; or
- (c) Obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

ETHICS AND CONFLICTS OF INTEREST

The "Prudent Person Rule" shall be applied in the context of managing an overall portfolio. The authorized individuals acting in accordance with policy, exercising due diligence, and acting in good faith shall be relieved of personal responsibility for an individual investment's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments. Authorized individuals shall refrain from personal business activity that could conflict with the proper execution of the City's investment program, or which could impair their ability to make impartial decisions.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY CITY COUNCIL

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

EXHIBIT 2 - CHARACTER-BASED ZONING PROJECT

THE ISLINGTON STREET CORRIDOR

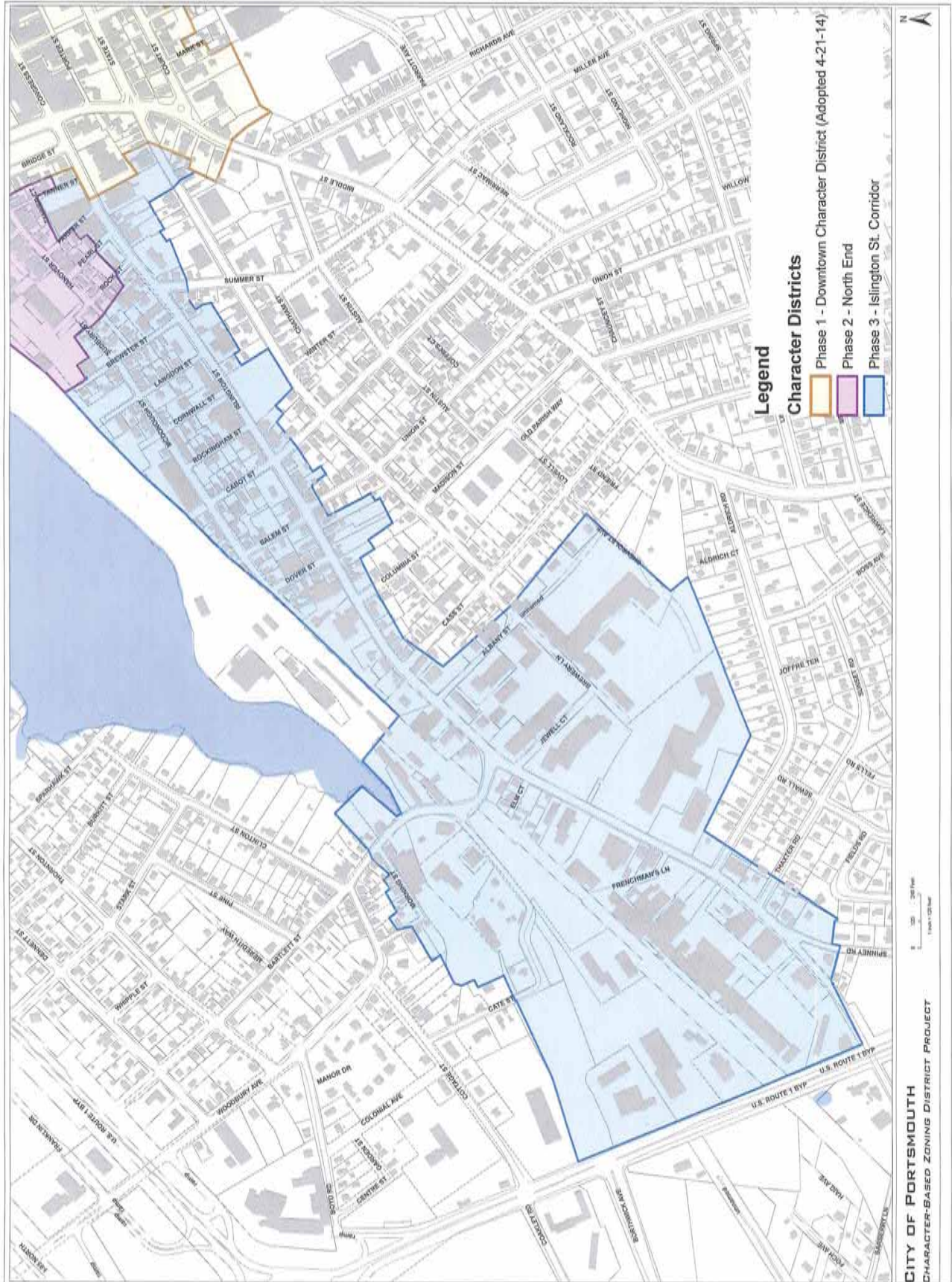
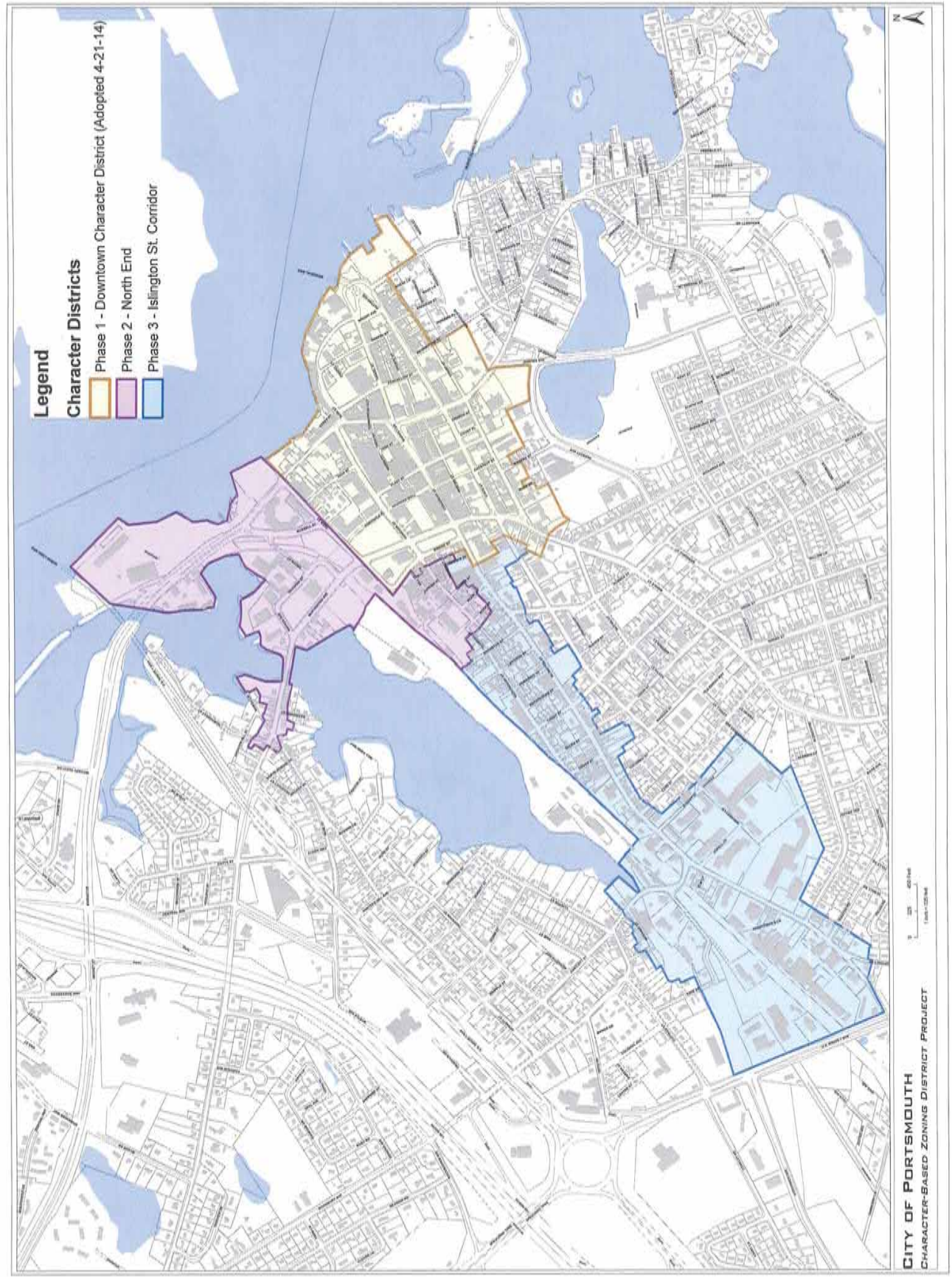


EXHIBIT 3 - CHARACTER-BASED ZONING PROJECT: PHASE II & III

THE NORTH END & ISLINGTON STREET CORRIDOR



Event Listing by Date

Starting Date: 5/19/2014

Ending Date: 12/31/2014

Start End	Type Description	Location	Requestor	Vote Date
5/25/2014 5/25/2014	RACE Contact: Jeanine Sylvester, Proprietor, Runner's Alley, LLC (603) 430-1212. This is a 5K start and finish at Redhook Brewery.	Pease	Runner's Alley/Redhook Brewery	1/21/2014
6/ 7/2014 6/ 7/2014	ROAD RACE Jennifer Hubbell, Executive Director is the contact for this event. She can be reached at (603) 512-2799 The road race would being at 9:00 a.m.	Pease Tradeport	Girls on the Run New Hampshire	2/ 3/2014
6/ 8/2014 6/ 8/2014	BIKE TOUR Mary M. Condella, is the organizer of this event. This event begins and ends at Little Harbour School. Reigstration is from 7:30 to 8:00 a.m. Start time of the ride is 8:30 a.m.	Little Harbour School	Seacoast Ride for PKD	2/ 3/2014
6/ 8/2014 6/ 8/2014	RACE 5K to Keep Kids Safe Run Portsmouth Contact: Christiana Amesquita (603) 437-4107 or Cristiana@sassnh.org	Pease Tradeport	Sexual Assault Support Service	11/18/2013
6/14/2014 6/14/2014	FAIR This is the 37th Annual Market Square Day from 4:00 a.m. to 6:00 p.m. Barbara Massar is the contact for this event.	Market Square	Pro Portsmouth	9/ 3/2013
6/14/2014 6/14/2014	ROAD RACE This is the 37th Annual 10K Road Race. The race begins at 9:00 a.m. in Market Square.	Market Square	Pro Portsmouth	9/ 3/2013
6/21/2014 6/21/2014	RACE Alyssa Salmon is the contact on this event. She can be reached at 430-1140 ex. 14 The event is from 3:00 p.m. to 6:00 p.m. Rain date of June 22, 2014.	Pleasant Street	Big Brother Big Sister	9/ 3/2013
6/22/2014 6/22/2014	MARCH Robert L. Sutherland is the contact for this event. (603) 828-5246	Miller Avenue	St. John's Lodge	3/17/2014
6/28/2014 6/28/2014	MUSIC This is Summer in the Street event. It begins at 5:00 p.m. to 9:30 p.m. Street closurers - Pleasant Street - Porter Street to Market Square.	Market Square	Pro Portsmouth	9/ 3/2013
7/ 5/2014 7/ 5/2014	MUSIC This is Summer in the Street event. This event is from 5:00 p.m. to 9:30 p.m. Street Closurers - Pleasant Street - Porter Street to Market Square.	Market Square	Pro Portsmouth	9/ 3/2013
7/12/2014 7/12/2014	MUSIC This is a Summer in the Street event. The event is from 5:00 p.m. to 9:30 p.m. Street Closures - Pleasant Street - Porter Street to Market Square	Market Square	Pro Portsmouth	9/ 3/2013

Event Listing by Date

Starting Date: 5/19/2014

Ending Date: 12/31/2014

Start End	Type Description	Location	Requestor	Vote Date
7/19/2014 7/19/2014	ART EXH Katharine A. Muth, Executive Director is the contact for this event. The rain date of this event is Saturday, July 26, 2014.	Various Locations	NH Art Association	2/18/2014
7/19/2014 7/19/2014	BIKE TOUR Thomas MacLennan, Logistics Specialist is the contact for this event. This event goes through downtown to Kittery and then back through.	Through Downton	Cystic Fibrosis Foundation	4/ 7/2014
7/19/2014 7/19/2014	MUSIC This is the Summer in the Street event. This event is from 5:00 p.m. to 9:30 p.m. Street Closures - Pleasant Street - Porter Street to Market Square	Market Square	Pro Portsmouth	9/ 3/2013
7/26/2014 7/26/2014	MUSIC This is the Summer in the Street event. This event is from 5:00 to 9:30 p.m. Street Closures - Pleasant Street - Porter Street to Market Square	Market Square	Pro Portsmouth	9/ 3/2013
8/ 2/2014 8/ 2/2014	MUSIC This is a Summer in the Street event. The event is from 5:00 p.m. to 9:30 p.m. Street closures - Pleasant Street - Porter Street to Market Square	Market Square	Pro Portsmouth	9/ 3/2013
8/23/2014 8/23/2014	ROAD RACE Thunder Chicken Community Road Race Series Contact: Justin Finn		Portsmouth Rotary Club	11/18/2013
9/ 7/2014 9/ 7/2014	BIKE TOUR Contact: Thomas Martin, Race Director	Downtown Portsmouth	Portsmouth Criterium	12/16/2013
9/13/2014 9/13/2014	ROAD RACE Celebrate Pink Community Road Race Series Contact: Wendy McCoole		My Breast Cancer Support	11/18/2013
9/19/2014 9/21/2014	FILM EXPO Chris Curtis is the contact for this event. Contact Number: 766-2199 ccurtis@themusichall.org This event begins on Friday, September 19th at 5:00 p.m. and runs to Sunday, September 21, 2014 until 6:30 p.m.	Congress Street to Porter Street	Music Hall	/ /
9/20/2014 9/21/2014	FAIR Caroline Amport Piper (603) 686-4338 This event is for two days.	South End	Friends of the South End	5/19/2014
9/20/2014 9/20/2014	ROAD RACE Holly Davis and Melissa Mikulski are the contacts for this event. hdavis@bottomline.com or mmikulski@bottomline.com This event is being held at Pease.	Pease Tradeport	Bottomline Technologies	2/18/2014

Event Listing by Date

Starting Date: 5/19/2014

Ending Date: 12/31/2014

Start End	Type Description	Location	Requestor	Vote Date
9/27/2014 9/27/2014	ROAD RACE Karen Butz Webb is the contact for this event. She can be reached at projectsafetyassociation@gmail.com. This race begins and ends at Portsmouth High School at 8:30 a.m.	Portsmouth High School	Project Safety Association	11/18/2013
9/27/2014 9/27/2014	WALK Ken La Valley is the contact for this event. This event begins and ends at Peirce Island . Registration being at 8:30 a.m.	Peirce Island	American Foundation for Suicid	4/ 7/2014
9/28/2014 9/28/2014	WALK Becky Coliandris, Development Officer is the contact for this event. This event begins and ends at Strawberry Banke. Walk site opens at 8:30 a.m., the walk kicks off at 10:00 a.m.	Strawbery Banke	Alzheimer's Association	1/21/2014
10/11/2014 10/11/2014	RACE Contacts: Catherine Edison, Community Child Care Center (603) 422-8223 Ben Anderson and Hannah Comeau, Prescott Park Arts Festival (603) 436-2848 or hannah@prescottpark.org Community Road Race Series		Prescott PAF/Community Child C	11/18/2013
11/27/2014 11/27/2014	ROAD RACE Contact: Matt Junkin		Seacoast Rotary Club	11/18/2013

City of
Portsmouth
Department of Public Works



MEMORANDUM

TO: John P. Bohenko
City Manager

FROM: Peter Rice
Director of Public Works

DATE: 5/27/14

SUBJECT: Sidewalk Request Islington Street
Essex Avenue to Plains Ball Field

As follow-up to a letter received from Ralph and Linda DiBernardo requesting a new sidewalk from Essex Avenue to the Plains Ball Field City staff met with the DiBernardos during a Parking Traffic and Safety committee site walk.

The DiBernardos believed that moneys were being reallocated from an Islington sidewalk project to complete the Sagamore Avenue Complete Streets project. I explained that we had reviewed past Capital Improvement Plans and did not find an Islington Street sidewalk project previously identified. I further explained that our current Islington Street project was a paving job only and that the addition of sidewalks to the job would cost an additional \$300,000 to \$500,000 as well as delay the paving until after the Islington Street Route One By-Pass Bridge is complete. The additional time is to allow for the design needed to add additional road width, drainage and curbing necessary to accommodate new sidewalks.

The Department of Public Works understands the request for additional sidewalk along this busy street and has prepared the necessary backup to add this resident request for a capital project to the FY 16 Capital Improvements Plan.

**OFFICE OF THE CITY CLERK
CITY OF PORTSMOUTH, N.H.**

Kelli L. Barnaby, CMC/CNHMC
City Clerk
1 Junkins Avenue
Portsmouth, NH 03801
603-610-7207
Fax: 603-427-1579
Klbarnaby@cityofportsmouth.com

Memo

To: John P. Bohenko, City Manager
From: Kelli L. Barnaby, City Clerk,
Date: May 23, 2014
Re: Notification of Land Use Board Minutes on City Website

In our ongoing effort to be sustainable and to minimize the size of the City Council packet, the informational memorandums regarding Land Use Boards minutes availability on the City website will no longer be copied. They will continue to be listed on the City Council Agenda as notification as they become available for viewing on the web.

Please let me know if you have any questions or concerns.

Thank you.

Cc: John P. Bohenko, City Manager

Memorandum

To: John P. Bohenko, City Manager
From: Peter Britz, Environmental Planner/Sustainability Coordinator
CC: David Allen, Deputy City Manager
Peter Rice, Director of Public Works
Date: May 23, 2014
Subject: Railroad Quiet Zones



Per your request, below please find some information about the establishment of railroad quiet zones. According to the Train Horn Rule (49 CFR Part 222), locomotive engineers must sound train horns for a minimum of 15 seconds, and a maximum of 20 seconds, in advance of all public grade crossings with, a few exceptions, using a pattern of 2 long 1 short 2 long.

In certain circumstances there is a provision for the creation of a “quiet zone” which, according to the rules, must be at least ½ mile in length. In order to establish a quiet zone the key provision is that the crossing must have adequate supplemental safety devices installed. At a minimum the supplemental safety devices must include gates and flashing lights. The determination as to what level of safety device is required is made by the risk index for each crossing. The risk index accounts for the amount of vehicle traffic moving across the tracks along with other factors that are used in determining the risk to the public in crossing the tracks. In many instances, upgrades to crossings include measures designed to prohibit vehicles from being able to go around gates to cross the tracks. According to Lou Frangella, At Grade Manager for the Federal Rail Administration, risk index data should be compiled by the railroad, in our case PanAm. In most cases this information needs to be updated with current traffic counts and safety information.

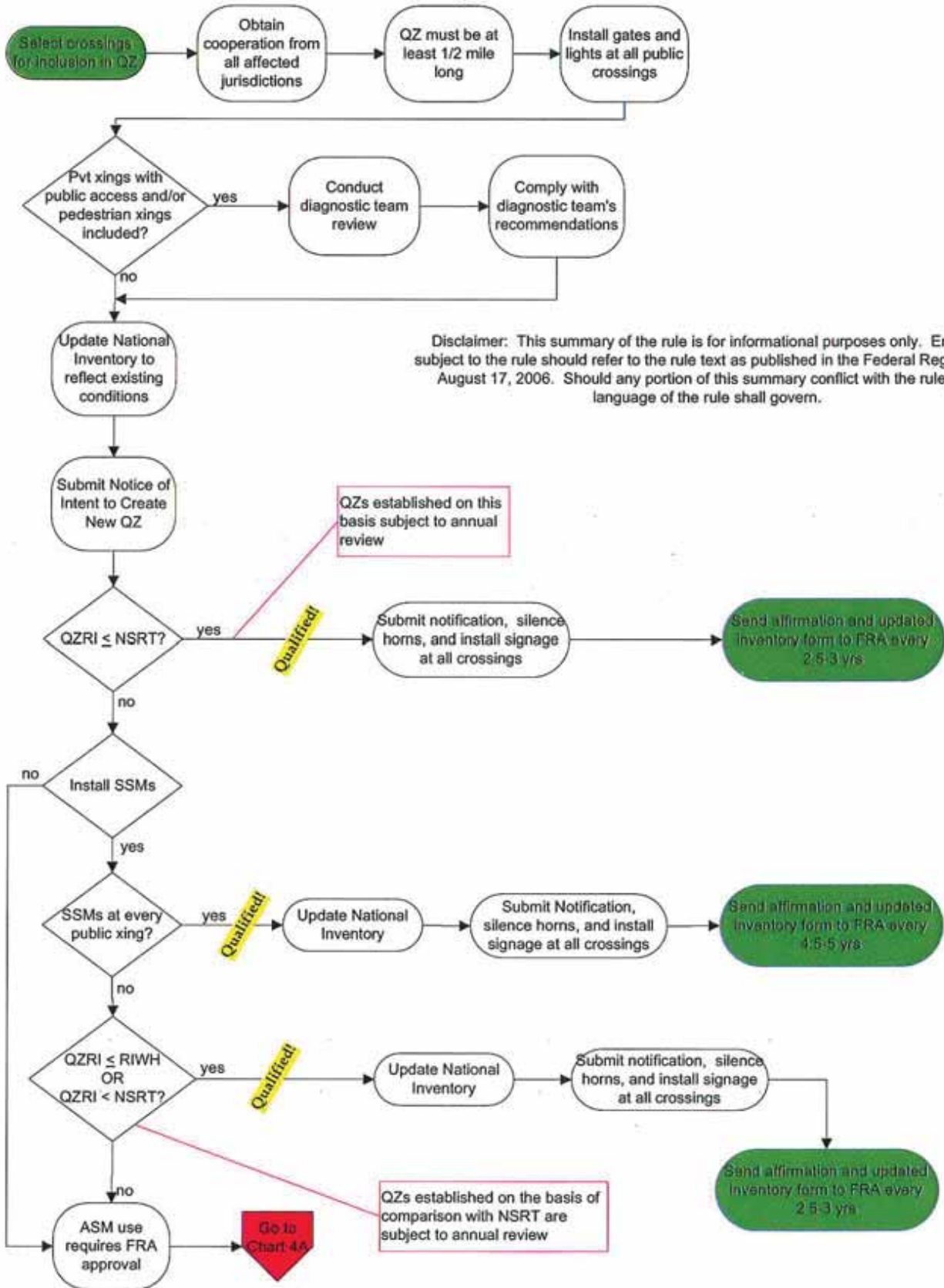
In speaking with the planner from the Town of Freeport, ME Donna Larson, she said they have received approval for a quiet zone in their community. They hired a consulting firm from South Portland Maine, TEC Associates, who helped them through the process. They worked with Wayne Duffett (207)767-6068 from that firm to help them collect the data needed to proceed with their application for quiet zones.

The Federal Rail Administration has created the attached flow chart of the process communities must follow to create quiet zones. To simplify that information: the process begins with an up-to-date inventory of all the crossings in the community located on both public and private lands, the risk index for each crossing is addressed along with supplemental measures that are in place. Once this information is collected, the crossings selected for inclusion in the quiet zone must be identified. A diagnostic team review that includes members from the State, FRA, PanAm, analyze the data and submit recommendations. If the decision is to go ahead with quiet zones, a regulatory process including notice of intent, installation of supplemental safety measures and updates to the National Inventory must occur. After that there are more investigations and inspections to determine the effectiveness of safety measures. Ultimately if an application to FRA is approved, the crossings would

need signs stating that the horn is not blown. Please note that a train engineer has the right to blow the horn in a quiet zone if, in his judgment, safety concerns require it.

We are currently putting together a complete inventory of all the crossings to assess existing safety devices. I have checked the FRA inventory information for our crossings and it appears that they are not all listed and the risk index data is out of date. I believe the next step in the process is to follow-up with FRA to see how to get updated risk index and crossing information, which would be useful whether or not we proceed with an application for quiet zones. Once we have a better understanding of the risk index at each crossing, we will be able to begin the process of determining where upgrades are needed and can prioritize those upgrades. As you can see the process for creating a safety zone is quite extensive but taking even some of the steps required in the process is likely to further rail safety.

Chart 3 - Creating a New Quiet Zone or New Partial Quiet Zone using SSMs



Disclaimer: This summary of the rule is for informational purposes only. Entities subject to the rule should refer to the rule text as published in the Federal Register on August 17, 2006. Should any portion of this summary conflict with the rule, the language of the rule shall govern.

Chart 4B, Creating a Quiet Zone using Engineering ASMs

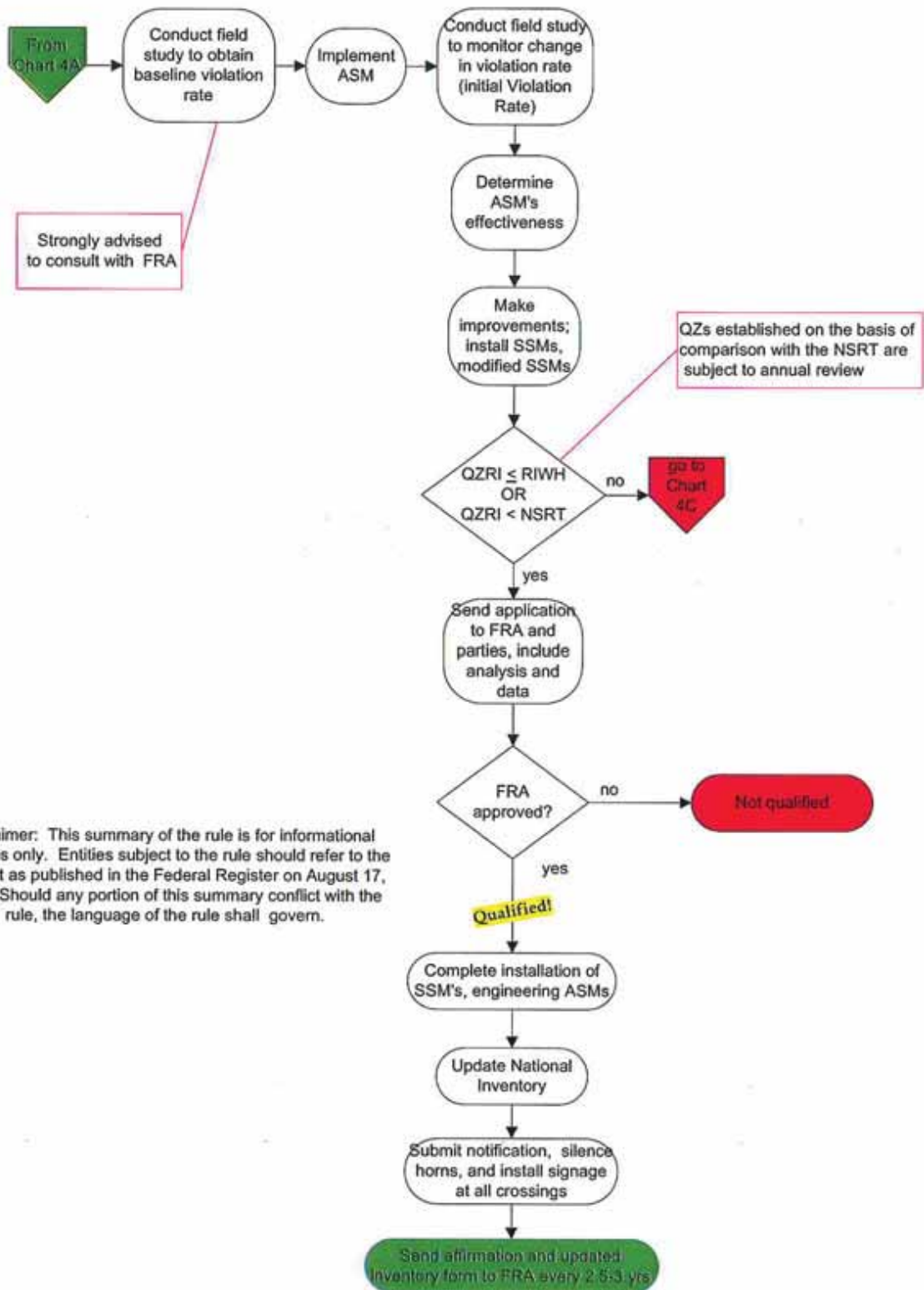
The following section describes the steps involved in creating a Quiet Zone through the implementation of Alternative Safety Measures that are not modified SSMS. For details, see Appendix B of the rule.

1. Prior to implementing any ASM, conduct a field study for at least one quarter to obtain the baseline violation rate. For details, see Appendix B of the rule.
2. Initiate implementation of the ASM.
3. In the first quarter following implementation, use the same methodology you employed in step 1 to determine a post-implementation violation rate.
4. Calculate the violation rate change and corresponding effectiveness rate for the ASM using the formulae in Appendix B.
5. If you plan to implement any SSMS or wayside horns in addition to the proposed ASMs, install any such measures that are needed.
6. Using the FRA's Quiet Zone Calculator, a web-based tool that can be found at <http://safetydata.fra.dot.gov/quiet/>, determine the initial Risk Indices of each crossing in the proposed Quiet Zone, as well as the entire Quiet Zone's level of risk that would be present if the horns continued to sound (RIWH). The Quiet Zone Calculator is not equipped to allow the use of modified effectiveness rates, so take the initial values from the calculator, and apply the modified effectiveness rates by hand to determine the Quiet Zone Risk Index (QZRI). If the QZRI is less than or equal to the RIWH, or if the QZRI is at or below the NSRT, you can submit an application to the FRA and other parties listed in the rule for approval.
5. If the FRA has approved the Quiet Zone application, you can establish the Quiet Zone by completing the necessary steps:
 - a. Install all SSMS or modified SSMS at the Quiet Zone's crossings,
 - b. Install required signage at each crossing. (Refer to rule sections 222.25, 222.27, and 222.35 for details.)
 - c. Update the National Grade Crossing Inventory to reflect current conditions at each public and private crossing within the Quiet Zone.
 - d. Submit notification in accordance with the rule. (Refer to rule section 222.43 for details.)

Note: Quiet Zones established by comparison to the NSRT are subject to annual FRA review. (Refer to rule section 222.51 for details.)

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Chart 4B: Creating a Quiet Zone using engineering ASMs



Notice of Intent to Create a Quiet Zone¹

Who should submit this notice

A public authority seeking to create a New Quiet Zone or a New Partial Quiet Zone should submit notice of its intent.

Parties to be notified

Before a public authority establishes a quiet zone either through public authority designation or through FRA approval, it must provide written notice to several parties. These parties include the following:

- All railroads operating over the public highway-rail grade crossings within the quiet zone,
- The State agency responsible for highway and road safety, and
- The State agency responsible for grade crossing safety.

All notices must be provided by certified mail, return receipt requested.

Deadlines

A party may submit information or comments to the public authority during the 60-day period after the date on which the Notice of Intent was mailed. This 60-day comment period may terminate early, if the public authority obtains from each party either written comments or written statements that the parties do not have any comments.

¹ The information collection submission for the final rule has been approved by the OMB. The OMB control number is 2130-0560.

Disclaimer: This summary of the rule is for informational purposes only. Entities subject to the rule should refer to the rule text as published in the Federal Register on August 17, 2006. Should any portion of this summary conflict with the rule, the language of the rule shall govern.

Notice of Quiet Zone Establishment¹

Who should submit this notice

A public authority wishing to establish a New Quiet Zone, a New Partial Quiet Zone, a Pre-Rule Quiet Zone, or a Pre-Rule Partial Quiet Zone must submit a notice of Quiet Zone Establishment.

Parties to be notified ((§222.43(a)(4))

The public authority must provide written notice to several parties. These parties include the following:

- All railroads operating over the public highway-rail grade crossing within the quiet zone,
- The highway or traffic control authority, or the law enforcement authority with jurisdiction over motor vehicle traffic at the quiet zone crossings,
- Landowners with control over any private crossings within the quiet zone,
- The State agency responsible for highway and road safety,
- The State agency responsible for grade crossing safety, and
- The FRA Associate Administrator.

All notices must be provided by certified mail, return receipt requested.

Deadlines

Notice of the establishment of a Quiet Zone should be mailed no later than 21 days before the date on which train horns are scheduled to cease sounding. For New Quiet Zones and New Partial Quiet Zones, the Notice of Quiet Zone Establishment can not be served earlier than 60 days after the Notice of Intent was mailed, unless the Notice of Quiet Zone Establishment contains a written statement affirming that

¹ The information collection submission for the final rule has been approved by the OMB. The OMB control number is 2130-0560.

Disclaimer: This summary of the rule is for informational purposes only. Entities subject to the rule should refer to the rule text as published in the Federal Register on August 17, 2006. Should any portion of this summary conflict with the rule, the language of the rule shall govern.

- § 222.41(b)(i) Pre-Rule Partial Quiet Zones that qualify for automatic approval because every crossing is equipped with an SSM,
 - § 222.41(b)(ii) Pre-Rule Partial Quiet Zones that qualify for automatic approval because $QZRI \leq NSRT$,
 - § 222.41(b)(iii) Pre-Rule Partial Quiet Zones that qualify for automatic approval because $NSRT < QZRI < 2 * NSRT$, and there have been no relevant collisions within the 5 years preceding April 27th, 2005.
 - § 222.41(c) Pre-Rule Quiet Zones and Pre-Rule Partial Quiet Zones that do not qualify for automatic approval
 - § 222.41(d) Pre-Rule Partial Quiet Zones that will be converted to 24-hour New Quiet Zones
 - § 222.42(a) Intermediate Quiet Zones or Intermediate Partial Quiet Zones
 - § 222.42(b) Intermediate Partial Quiet Zones that will be converted to 24-hour New Quiet Zones.
- If the notice contains a reference to §222.39(a)(2)(i), 222.39(a)(2)(ii), 222.39(a)(3), 222.41(a)(2), 222.41(a)(3), 222.41(b)(2), or 222.41(b)(3), that is, any time a determination of QZRI is used to justify establishment of a quiet zone, the notification must include a copy of the FRA Quiet Zone Calculator web page that contains the data on which the public authority is relying.
 - If the notice contains a reference to §222.39(b), the notice must include a copy of the FRA's notification of approval.
 - If a diagnostic team is required under §222.25 (private crossings) or §222.27 (pedestrian crossings), the notice must include a statement affirming that the State agency responsible for grade crossing safety and all affected railroads were provided an opportunity to participate in the diagnostic team review. The notice must also include a list of the diagnostic team's recommendations.
 - The notice must contain a statement indicating the time period during which horn restrictions will be observed.

Disclaimer: This summary of the rule is for informational purposes only. Entities subject to the rule should refer to the rule text as published in the Federal Register on August 17, 2006. Should any portion of this summary conflict with the rule, the language of the rule shall govern.

“Train Horn Rule” Glossary

Alternative Safety Measure (ASM): A safety system or procedure provided by the appropriate traffic control authority which, after individual review and analysis, is determined by the Federal Railroad Administration (FRA) to be an effective substitute for the locomotive horn at specific highway-rail grade crossings. ASMs include:

- Modified Supplementary Safety Measures (SSMs) (see definition below)
- Engineering Alternative Safety Measures (ASMs) (see definition below)
- Non-engineering Alternative Safety Measures (ASMs) include the following:
 - Programmed law enforcement
 - Programmed public education and awareness
 - Photo enforcement

Diagnostic Team: A group of specially trained and qualified experts assembled to make objective judgments about physical and or operating characteristics and conditions at highway-rail crossings. In the context of this rule, a diagnostic team assesses grade crossing safety requirements according to safety management principles.

Engineering Alternative Safety Measures (ASMs): Engineering improvements other than modified SSMs include improvements that address underlying geometric conditions, including sight distance, that are a source on increased risk at the crossing.

Environmental Impact Statement (EIS): Environmental Impact Statements are required of Federal agencies for major regulatory projects or legislative proposals that may significantly affect the physical or natural environment. These statements describe the positive and negative effects of the proposed undertaking and cite possible alternative actions and are required by the National Environmental Policy Act. The U.S. Environmental Protection Agency (EPA) reviews and responds to filed impact statements and makes available a national EIS filing system as well as publishing a weekly notice of EIS documents available for review.

Emergency Order 15 (E.O. 15): Emergency Order 15, issued by the Federal Railroad Administration (FRA) in 1991, required the Florida East Coast Railroad (FEC) to sound locomotive horns at all public highway-rail grade crossings. The Emergency Order preempted state and local laws that permitted nighttime prohibitions on the use of locomotive horns.

Federal Aviation Administration (FAA) Reauthorization Act of 1996: This legislation added two paragraphs to 49 U.S.C. 20153 (the section of the United States Code requiring this rulemaking). One paragraph required that FRA take into account the interests of communities that had existing whistle bans in-effect during a specified time period. The second required that any rule issued under section 20153 could not become effective until at least 365 days after its publication in the *Federal Register*.

Quiet Zone Risk Index: The average risk index for all public crossings in a proposed quiet zone taking into consideration the increased risk caused by the absence of train horns and any decrease in risk attributable to the use of SSMs or ASMs.

Relevant Collision: A highway-rail crossing collision that FRA believes could be prevented by the sounding of the train horn. Specifically, the term excludes collisions with motor vehicles resulting from an activation failure of an active grade crossing warning system; collisions in which there is no driver in the motor vehicle; and collisions where the highway vehicle struck the side of the train beyond the fourth locomotive unit or rail car.

Risk Index: The predicted cost to society of casualties that are expected to result from collisions at an individual crossing.

Risk Index With Horns (RIWH): A measure of risk to the motoring public when locomotive horns are routinely sounded at every public highway-rail grade crossing within a quiet zone.

Supplementary Safety Measure (SSM): SSMs are engineering improvements, which when installed at highway-rail grade crossings within a quiet zone, would reduce the risk of a collision at the crossing. SSMs are installed to reduce the risk level either to the level that would have existed if the train horn were sounded (compensating for the lack of the train horn) or to a level below the Nationwide Significant Risk Threshold. Approved SSMs include:

- Four quadrant gates
- Gates with medians or channelization devices, also known as traffic separators
- One-way streets equipped with gates that fully block the street
- Temporary closure (i.e., nighttime closure)
- Permanent closure

Wayside Horn: A stationary horn located at a highway-rail grade crossing that is designed to provide audible warning to oncoming motorists when a train is approaching. A wayside horn is controlled by the same track circuitry that is configured to activate automatic warning devices at highway-rail grade crossings.

Whistle ban or Pre-Rule Quiet Zone: A *whistle ban* is a local prohibition of the sounding of locomotive horns at specific highway-rail grade crossings. Historically, *whistle bans* were established by local ordinance or through agreements with specific railroads in accordance with existing state law. At whistle ban crossings, no specific safety improvements have been made to compensate for the absence of the audible warning. Pre-Rule Quiet Zones established under this rule may only consist of Whistle Ban crossings that were in effect on October 9, 1996 and on December 18, 2003.



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information.
Please submit resume' along with this application.

Committee: Citywide Neighborhood Steering Initial applicant

Name: Paul M. Mannle Telephone: 603-498-9230

Could you be contacted at work? YES/NO If so, telephone # _____

Street address: 1490 Islington Street

Mailing address (if different): same

Email address (for clerk's office communication): p.mannle@yahoo.com

How long have you been a resident of Portsmouth? 24 yrs.

Occupational background:

Over 20 yrs experience in fin'l operations bus/system analysis, reconciliations, etc as PM, PL, BA + BSA. Organized, detail-oriented problem-solver - clients include BBH, T Rowe Price, SSgA, Putnam, John Hancock, BofA.

Please list experience you have in respect to this Board/Commission:

Always been an advocate for the neighborhoods, their unique flavor, character + issues. Have attended this committee's meetings as well as my immediate group (Sherburne Civic) in the past.

OVER
➔

Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES/NO

Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: I want to contribute my experience + expertise, what I've learned to all the neighborhoods in solving their unique issues.

Please list any organizations, groups, or other committees you are involved in:

Portsmouth listens

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

- 1) Nancy Clayburgh 405 FW Hartford Dr. 436-6525
Name, address, telephone number
- 2) Lenore Weiss-Bronson 828 Woodbury Ave 531-0410
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

- 1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
- 2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
- 3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
- 4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
- 5. Application will be kept on file for one year from date of receipt.

Signature: Paul M. Male Date: 5/12/14

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes No

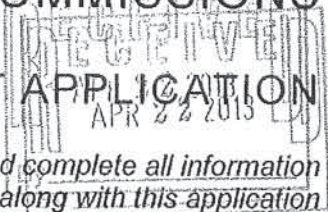


Filling expired term of Richard Katz

CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

Regular Member

APPOINTMENT APPLICATION



Instructions: Please print or type and complete all information
Please submit resume' along with this application

Committee: Portsmouth Historic Board Renewing applicant

Name: Daniel T. Rawling Telephone: 603-430-4013

Could you be contacted at work? YES/ NO - If so, telephone # 430-4013

Street address: 411 Middle St. - Portsmouth

Mailing address (if different): _____

Email address (for clerk's office communication): dan@rawlingdesign.com

How long have you been a resident of Portsmouth? 15 yrs

Occupational background:

30+ yrs. in Architecture & Landscape Design - principal - Rawling Design Assoc.
Facility Planning - Concord Academy - Concord, MA
Development + Planning - Appleton Trust, Lowell MA + W. Lewis Barlow Architects - Lowell
NATIONAL PARK SERVICE - Preservation & Planning - Lowell, MA

Would you be able to commit to attending all meetings? YES/ NO

Reasons for wishing to continue serving: My initial appointment was a short term completion of another's term - I feel I am now oriented & better able to be effective than previously - It utilizes skill sets that I possess and desire to share with my Community - I believe in the importance of the Historic Board's mission & the importance of citizen participation.

OVER
➔

Please list any organizations, groups, or other committees you are involved in:

Selectman - Ward 2
Previously - Portsmouth Historical Society, Portsmouth Advocates,
Portsmouth Listens, Sustainable Portsmouth, Piscataqua Sustainability
Initiative, Sustainability Fairs

Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) Martha Fuller Clark - 152 Middle St. - Portsmouth 603-498-6939
Name, address, telephone number

2) Richard Adams - 75 Kent St. - Portsmouth 603-436-9445
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

1. This reappointment application is for consideration and does not mean you will necessarily be reappointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Application will be kept on file for one year from date of receipt.

Signature: _____

Date: 04.22.13

CITY CLERK INFORMATION ONLY:

New Term Expiration Date: 06-01-2016

Annual Number of Meetings: 17 Number of Meetings Absent: 1

Date of Original Appointment: 3-5-12 (Filled unexpired term)

Please submit application to: City Clerk's Office, 1 Junkins Avenue, Portsmouth, NH 03801

Attn. Bob Lister!

Hi Bob!

2012 7 27 14



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information.
Please submit resume' along with this application.

Committee: Taxi Committee Initial applicant

Name: TRISTAN KYLE LAW Telephone: 603-996-6232

Could you be contacted at work? YES/NO If so, telephone # 604-0431-5186

Street address: 55 ATKINSON

Mailing address (if different): Po Box 374

Email address (for clerk's office communication): tristank.law@gmail.com

How long have you been a resident of Portsmouth? 6-7 years

Occupational background:
Bar manager / owner type.
music industry honcho
academic grant.

Please list experience you have in respect to this Board/Commission:
none - i've used taxis plenty throughout these days I call them for
customers.



Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES/NO

Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: I live to serve Portsmouth.

Really, I care about this city & hope to help in any way I can.
And Jim Splaine asked nicely.

Please list any organizations, groups, or other committees you are involved in:

I belong to a nice book club.


Please list two character references not related to you or city staff members:
(Portsmouth references preferred)

1) Christopher Hislop 603 969 5048
Name, address, telephone number

2) Sean Corcoran 1 314 799 7566
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

- 1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
- 2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
- 3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
- 4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
- 5. Application will be kept on file for one year from date of receipt.

Signature:  Date: April 26 2014

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes No

ACTION SHEET
PARKING and TRAFFIC SAFETY COMMITTEE

Councilor Brad Lown, Chairman

To: City Council Meeting of June 2, 2014

Re: Parking and Traffic Safety Committee Meeting held **May 8, 2014**

ACTIONS:

- [1] Accepted and placed on file the minutes of the Parking and Traffic Safety Committee Meeting held April 10, 2014.
- [2] Accepted and placed on file the Financial Report.
- [3] **Action Item - Stop Sign on Marston Avenue** – Citizens requested no stop sign be placed at intersection of Marston and South Streets, as there was no need for one. Committee concurred. As there is no sign there now, **no action taken**.
- [4] **Action Item - Parking on Howard Street: Citizen Request to Address Committee** - Resident of Howard Street addressed Committee on difficulties of having contractors park in neighborhood to perform work. Public Works Director Rice said he would inform Inspection Department.
- [5] **Action Item - Request for Handicap parking space vic 125 Islington Street** – **VOTED** to grant request for installation of a Handicap parking space next to 125 Islington Street with stipulations that a HC placard or plate be displayed, that it not be transferable and that it is verified annually.
- [6] **Action Item - Driveway Permit application – 10 State Street** – Deputy Fire Chief Heinz and Public Works Director Rice agreed that a “no parking” area adjacent to this property would provide access for emergency provider vehicles and snow removal. **VOTED** that there be “no parking” at the end of State Street near #10. Mr. Rice will approve request for driveway permit once this action is approved by City Council.
(This item is enacted as a temporary regulation and will be considered for inclusion in a future omnibus ordinance)
- [7] **Action Item - Request for “No Parking” near intersection of Preble/Ranger Ways** – **VOTED** to have the DPW review the turning templates for the oil trucks and adjust the “no parking” on Preble Way (on the north side) and on Ranger Way for the distance noted on the templates.
(This item is enacted as a temporary regulation and will be considered for inclusion in a future omnibus ordinance)

- [8] **Action Item - Request to Increase “No Parking” Zone down from Cass/Middle Intersection** – Resident requested larger “no parking here to corner” distances on a difficult intersection. Public Works Director Rice suggested waiting for recommendations from Safe Routes to School Study on Middle Street. **VOTED** to defer action pending study.
(This item is enacted as a temporary regulation and will be considered for inclusion in a future omnibus ordinance)
- [9] **Discussion Item - FairPoint Parking Lot Shared-Use** - City Manager Bohenko stated that the Mayor has sent a letter to FairPoint asking the firm to consider shared use of their lot. Parking Director Nelson provided background information about past attempts to engage FairPoint. **No action taken.**
- [10] **Action Item - Unsafe parking near driveway on Middle Street** – Abutters requested vehicles be prevented from parking on a narrow space between two driveways. **VOTED** to paint cross-hatches on the pavement at the spot in question.
(This item is enacted as a temporary regulation and will be considered for inclusion in a future omnibus ordinance)

MINUTES
PARKING AND TRAFFIC SAFETY COMMITTEE MEETING

8:00 A.M. – Thursday, May 8, 2014
City Hall – Eileen Dondero Foley Council Chambers

I. CALL TO ORDER

Chairman Lown called the meeting to order at 8:00 a.m.

II. ROLL CALL:

Members Present:

Councilor Brad Lown
City Mayor, John Bohenko
James Heinz, Deputy Fire Chief
Frank Warchol, Police Captain
Peter Rice, Public Works Director
Ronald Cypher, Member
Shari Donnermeyer, Member
Ted Gray, Member
Harold Whitehouse, Member

Staff Advisors Present:

Mark Nelson, Parking Division Director
Tom Cocchiaro, Parking Operations Supervisor
Juliet Walker, Transportation Planner

III. ACCEPTANCE OF THE MINUTES:

No minutes to be accepted

IV. FINANCIAL REPORT:

Mr. Gray motioned to accept the Financial Report and seconded by Mr. Cypher. Motion passed.

V. **NEW BUSINESS:**

A. Action tem: Stop Sign on Marston Avenue (Police/DPW)

Mr. Nelson stated that DPW received a message from police dispatch stating a stop sign was missing on Marston at South St. Residents contacted DPW requesting that no sign be placed there as it was felt not to be needed. Stop signs are traffic controls governed by the Manual for Uniform Traffic Control Devises, an FHWA guideline. Mr. Nelson said that the key language within the MUTCD states that stop signs “should” be considered in this type of situation.

Mr. Nelson stated even though there is a lot of traffic on South Street there is no record of crashes for that location and no incidents have been reported by the police department. Mr. Nelson said the sight lines are so difficult there that cars are compelled to stop. DPW consulted with a traffic

engineer who said that the language is not compelling to MUTCD and the City can choose not to place a stop sign in this spot.

Mr. Whitehouse asked if a yield sign would be a better alternative.

Captain Warhol stated that the design of the intersection and the curvature of the roadway requires a stop. Putting up a yield sign is not going to be of any assistance to the situation. Mr. Rice responded that it would imply that rolling through that area would be appropriate so in this case, because of the sight line issues and the history of the location, a stop sign is not needed nor is it appropriate to put a yield sign.

Mimi Clark, resident at 1039 South Street, addressed her concerns about the sign.

City Manager Bohenko asked the Committee if a motion should be placed.

Mr. Rice responded that no motion would be needed because no additional signage is required.

B. Action Item: Parking on Howard Street – Citizen Request to address Cmte (DPW)

Mr. Nelson introduced resident Robin Lurie-Meyerkopf who had asked to address the committee with her concerns regarding Howard Street.

Ms. Lurie-Meyerkopf thanked the committee for taking time to site-walk her street. She said her duplex is the only home on the street that does not have any dedicated parking. Occasionally work needs to be done on homes and there is no place for anyone to park or to have trucks park in front of their homes. Ms. Lurie-Meyerkopf mentioned her concerns with the process to obtain an encumbrance or variance, and asked that the Committee clarify the process for the public to avoid confusion and people being shuffled between different departments within the City.

Mr. Rice explained the process by which people get encumbrances and named Building Inspections as the place where people may apply for these permits. He said he will speak to the Building Inspections Department to make sure it is clear that requests for parking on city streets--where parking is not normally allowed--requires an encumbrance and that meter bags (managed by the Parking Clerk) only apply to contractors who require the use of metered spaces.

Ms. Lurie-Meyerkopf stated that she does not know how to get the information out to the people in the area. She said every day there are vehicles parked in that area on Howard, Manning or other places on Pleasant Street, where residents are having work done.

Mr. Rice acknowledged that it is a source of frustration for the contractors and property owners and that the points are good ones. He said he would look into ways to better inform the public and speak with the Inspections Department to fine tune and better define the encumbrance application process.

C. Action Item: Request for HC space vic 125 Islington St (DPW)

Mr. Nelson stated a resident who works at this address has requested a handicapped space. It has been verified that this gentleman is handicapped, and if the request is granted by the PTS Committee, DPW will send him a message that the space is not his alone but is available to any handicapped person. Mr. Nelson let the gentlemen know that the space will be up for review yearly to see if it is still needed.

Mr. Cypher stated that the committee went to the site and confirmed that it is the first parking spot beyond Rock Street which makes it convenient for an HC spot. He added that he didn't see a problem with adding an HC space as long as the requester understands that the spot can be used by anyone with an HC plate or placard. He motioned to approve this handicap parking space.

Mr. Whitehouse seconded the motion to approve the HC space but wants to insure the committee is aware that once the homeowner leaves, so does the handicap space. If a new resident wants to have a handicap space, they would have to apply for a new handicap space.

Motion was passed.

D. Action Item: Driveway Permit application – 10 State Street (DPW)

Mr. Whitehouse asked if the committee could suspend the rules and allow a public person to speak on the topic. The council agreed to suspend the rules; motion was seconded by City Manager Bohenko. Before that, however, Mr. Rice said that he wanted to provide additional background because at the time of the site walk we did not have some information to provide to the committee.

Deputy Fire Chief Heinz stated that "no parking" gives the Fire Department access to that side of the building for big trucks, so the Fire Dept favors the idea of no parking there.

Mr. Rice said since Fire Department needs access to that area, the area must be plowed and snow removed so that emergency vehicles can get down there.

Ms. Donnermeyer motioned that there be "no parking" at the end of State Street near #10.

Mr. Whitehouse seconded it. Motion was voted and approved.

Mr. Rice said that he approves of the driveway permit in view of the impacts to emergency vehicles parking and snow removal.

(This item is enacted as a temporary regulation and will be considered for inclusion in a future omnibus ordinance)

E. Action Item: Request for "No Parking" areas around intersection of Preble/Ranger Way (DPW)

Mr. Nelson presented a request from Irving Oil to restrict parking on Ranger Way given the difficulty parked cars near the intersection of Ranger and Preble Way are causing for large tractor

trailers trying to to enter their facility. This happens frequently when there is activity at the nearby baseball field. When cars are parked beyond the park area, large trucks have a hard time negotiating the turn necessary to approach the security card reader and enter the facility. Irving would like to have “no parking” placed in the stretches of road outlined.

Ms. Donnermeyer asked if the problem seems to be based around the Little League; maybe “no parking” at certain times would be appropriate.

Vice Chair Gray said that the trouble with having parking at certain times is that people ignore it. Mr. Rice said that given the volume of trucks, the critical nature oil deliveries and safety aspects of oil tanker trucks, it is appropriate to clear the corners to allow those trucks to get through uninhibited. It is appropriate to push parking back from the corners of this truck route to allow safe passage for trucks.

City Manger Bohenko said if we do approve this he thinks that the Parking Director should send a letter to the president of the Little League. He said this way the Little League president can get the message out and we can avoid any issues given that people have been used to parking there for so long.

Mr. Gray said it seems to be appropriate to at least remove parking on Preble Way from the north side, and eliminate parking on one side of Ranger Way that runs parallel with the overpass.

Councilor Lown, asked the parking director to go back to Irving Oil and find out the bare minimum amount of additional space they need to ensure adequate maneuvering space for these trucks.

Mr. Rice, said that we can easily do that using truck turning templates which should show what these types of trucks need for space. We will take the turning templates and make a recommendation based on that. He recommended a motion to have the DPW review the turning templates for the trucks in the area and adjust the “no parking” on Preble Way, on the north side and on Ranger Way for the distance noted on the templates.

Mr. Whitehouse made the motion.

Mrs. Donnermeyer seconded the motion. Motion passed.

(This item is enacted as a temporary regulation and will be considered for inclusion in a future omnibus ordinance)

F. Action Item: Request to increase “no parking” zone down from Cass/Middle intersection (DPW)

Mr. Whitehouse said there is a problem coming onto Middle Street from Cass Street.

Mr. Rice stated that the Planning Department and our planning transportation planner Juliet Walker are conducting a Safe Routes to School traffic calming evaluation, study and design of Middle Road and Middle Street. He suggested that we defer action until that evaluation is completed so we don't preclude some action as part of that design effort prior to having a final plan.

City Manager Bohenko made the motion to defer action pending the study.

Captain Warchol seconded it.

Motion passed.

(This item is enacted as a temporary regulation and will be considered for inclusion in a future omnibus ordinance)

G. Discussion Item: FairPoint Parking lot shared-use (DPW)

City Manager Bohenko stated a letter was sent out to FairPoint from the Mayor's office requesting discussions on shared use of this lot.

Mr. Nelson said that he had tried in the last year and succeeded only once in talking to Mr. Caron, who is the addressee on this letter. Mr. Nelson understood that this person is the key decision maker regarding the access to this lot. Mr. Nelson told Mr. Caron that the City is interested in some shared use and Mr. Caron agreed to think about it and get back to Mr. Nelson, but never did. Aerial views show 34-35 spaces in the lot and counts over time rarely show more than three vehicles in the lot in the day time.

City Manager Bohenko said the lot is close to the center of this City. We have the letter in and we will wait to hear from them.

Ms. Donnermeyer asked Mr. Nelson if Mr. Caron from FairPoint mentioned the security issue.

Mr. Nelson responded that Mr. Caron mentioned to him that at their Portland facility similar requests have been made and were turned down for the security reasons.

Mrs. Donnermeyer said she thinks she can help because she is on the chamber board and the chamber has a relationship with FairPoint.

Councilor Lown asked if there was anyone above Mr. Caron we can contact.

Mr. Nelson said that Mr. Caron is regional and their company headquarters is in North Carolina.

VI. OLD BUSINESS:

A. Action Item: Unsafe parking near driveway on Middle Street (DPW)

Mr. Nelson said that this item is from a few months ago at 381 Middle Street, where there are two driveways and a narrow spot between them that is about 8'4" long. Parking spaces should be 20 feet long. This space does not meet this length and anyone parking there is technically breaking the RSA which says you should not block a driveway. We could put a "no parking" sign in that location but technically one should not park there anyway.

Mr. Rice said the solution to minimizing the parking is to post a "no parking" sign, however, an interim measure could be to hashing out the space to show that it is a no parking area.

Councilor Lown replied that if we painted the curb, put some hash marks there and give a warning and a ticket that might solve it; without having to put up a sign.

Mr. Rice responded that he would not recommend painting the curb itself, but that we hash out the area in front for a certain distance off the curb line.

Mr. Gray made the motion to apply hash marks between the two driveways for a trial.

Mr. Rice seconded the motion.

Motion passed.

(This item is enacted as a temporary regulation and will be considered for inclusion in a future omnibus ordinance)

B. Discussion Item: Bikes Using Vehicle Parking Spaces (Cmte Chair)

Councilor Lown said he felt siting bike racks in a parking space is a symbolic gesture even if it loses money for the City.

Mr. Whitehouse and Mr. Gray both said they would not remove a parking space for bike parking.

Mr. Rice asked Mr. Nelson to provide the revenue numbers for a parking space. Mr. Nelson said the average space for the average month earns about \$172 per month. Some spaces are higher but this comes out to be \$2,000 a year per space.

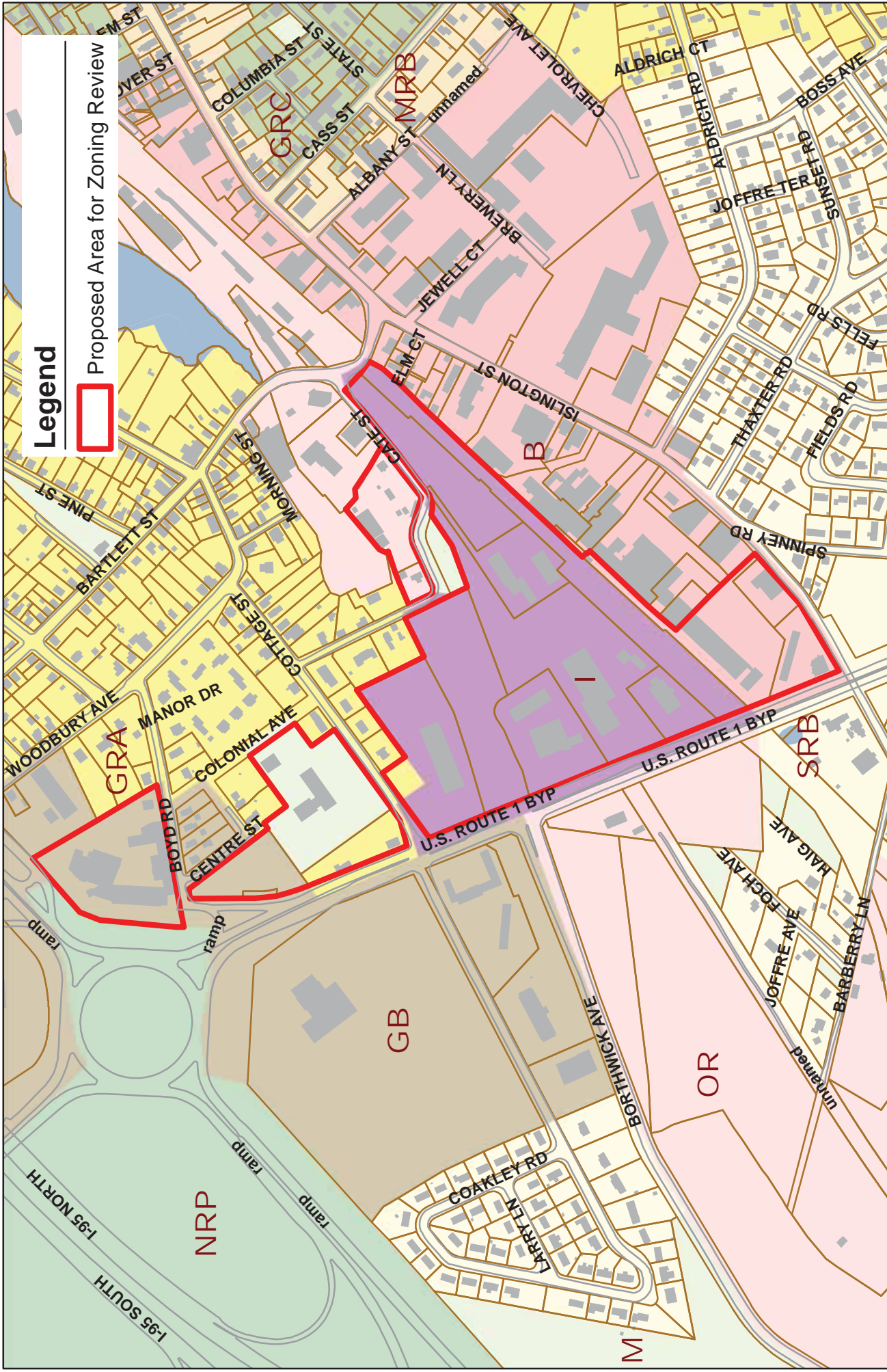
Juliet Walker provided an overview of what the City is doing to incorporate bike racks/corrals around the City and to eliminate crowding from cars in areas where bike corrals are better for the traffic flow. She said her department was contacting business owners to see if they would benefit financially from bike corrals near their place of business. She added we have to educate people and do some outreach to make sure people know the purpose for bicycle corrals and that they are removable. There are statistics that show bikers tend to frequent busy downtown or business areas more often and spend more money when secure bicycle parking is available.

VII. PUBLIC COMMENT:

VIII. INFORMATIONAL:

X. ADJOURNMENT

Mr. Whitehouse moved to adjourn at 9:00 a.m. Seconded by Ms. Donnermeyer and voted unanimously.



Legend

Proposed Area for Zoning Review

City of Portsmouth
 Proposed Area for Zoning Review
 East Side Route 1 Bypass - Islington to Traffic Circle

