

CITY COUNCIL WORK SESSION RE: RESIDENTIAL PARK

MUNICIPAL COMPLEX
DATE: MONDAY, FEBRUARY 5, 2018

PORTSMOUTH, NH
TIME: 6:00 PM

PRESENT: Mayor Blalock, Assistant Mayor Lazenby, Councilors Roberts, Pearson, Dwyer, Denton, Reynolds and Becksted

ABSENT: Councilor Perkins

STAFF: John P. Bohenko, City Manager; Robert Sullivan, City Attorney; Peter Rice, Public Works Director; and Kelli L. Barnaby, City Clerk

Mayor Blalock called the Work Session to order at 6:00 p.m.

City Manager Bohenko announced that this Work Session is regarding a Neighborhood Parking Program. He stated that this would be a program option for non-metered areas of the City. He informed the City Council that Parking Manager Ben Fletcher is not present this evening and that Public Works Director Rice would be making the presentation.

Public Works Director Rice reviewed the segments of the agenda with the Council:

- State of Problem
- Case Study
- Possible Solutions
- Components of a Neighborhood Parking Program (NPP)
- Policy Questions and Discussion
- Next Steps

Director Rice reviewed the Statement of Problem:

- Low On-Street Parking Inventory
- Parking is Not Metered
- 72-hour Time Limit for Parking
- These Combined Factors Lead to Excess Demand from the Downtown Workers

Director Rice reported on the case study held in the South End neighborhood. He said there were 200 parking spaces and overnight use was 110 cars at 4:30 a.m. with the remaining 90 spaces of inventory are filled with first shift workers' vehicles by 8:30 a.m. He reported at the 3 p.m. shift change, the spaces re-fill and the cars remain beyond 1:00 a.m. He said that they are working to reduce parking demands and they would like to see people finding alternatives. He addressed private parking lots and that they are open market.

Mayor Blalock spoke to the private lots and their rates being \$3.50 per hour and that they are ticketing vehicles as well as towing. City Manager Bohenko stated we would be reaching out to the private lots on their ticketing practice.

Director Rice spoke to the Neighborhood Parking Program as follows:

- Neighborhood Parking Programs (NPP) are Designated for Non-Parking Metered Residential Areas Where:
 - There is a scarcity of off-street parking for residents,
 - The majority of legal on-street parking spaces are utilized by commuters and non-residents,
 - Residents are experiencing traffic, noise and safety issues

He stated the program would limit the number of vehicles parking on-street in a neighborhood by issuing permits to qualifying residents.

He spoke to components of a neighborhood parking program for non-metered area to be:

- Define Extent of Neighborhood and Petition Process
- Establish an Administrative Process
 - Staffing Needs
 - Type of Permit
 - Fee for Permit
- Establish Enforcement Criteria
 - Staffing Needs
 - Signage and Equipment
 - Establish Fines
- Authorize and Appropriate Necessary Funds

Director Rice explained the process whereby a neighborhood would file a petition and define the neighborhood boundary. He said they would require 75% of residents to sign the petition and file it with the Parking Department with it being forwarded to the City Manager who would then hold a public hearing. He said then the City Manager would refer the petition and recommendation to City Council for action.

City Manager Bohenko said we would like to pick an area that would be a pilot area for one year. Public Works Director Rice said the first neighborhood would be Hanover Street.

Councilor Becksted said rather than picking one neighborhood he would like to see multiple neighborhoods. He said the Hanover area is right in the back yard of a new parking garage and two locations would be better than one.

Director Rice explained the process to be followed once Council has approved a NPP:

- Resident Applies for NPP Permit
 - Requires 2 Proofs of Residency, and vehicle information
 - Applicants Must Clear Outstanding Financial Obligations To City
 - Applicant Pays Fee Established by City Council Fee Committee
- A Non-transferable Resident ID Tag for Vehicle is Issued
- Enforcement
 - Parking Enforcement Officers will Monitor Neighborhood on a Defined Schedule

Councilor Becksted said we need to move forward soon on the program

Assistant Mayor Lazenby said we should bring this to the Citywide Neighborhood Steering Blue Ribbon Committee to receive input with a presentation from the City and perhaps conduct a survey of the proposed NPP area.

Councilor Raynolds said he is inclined to be in favor of having a clear data plan.

City Manager Bohenko said we could collect the data ahead of time.

Councilor Pearson said she would like to see a survey to see if any neighborhood could opt into any program. She would like to have an on-line program created.

Councilor Dwyer asked if you have a driveway are you eligible for a permit. She said she would like to do a focus group in some neighborhoods.

Director Rice said once you establish a program you keep it the same. He said we need to make the policy as clear as possible for staff that would be implementing the program.

City Manager Bohenko said he would like to see a pilot program for all seasons with two neighborhoods and track the data and further, it is important to move slowly.

Councilor Denton said he lives in one of the neighborhoods and is concerned that people that have a parking spot would try to sell the space. City Manager Bohenko said we would need to speak with the Legal Department on some of these items.

Councilor Becksted said there are people on the outskirts that would allow residents from outside of downtown to park.

Councilor Dwyer said we need to establish integrated principles.

City Manager Bohenko asked if the Council wants the program to be 24/7, Monday through Friday.

Councilor Roberts said if someone comes to visit they would need to park somewhere else and asked how many cars you can get passes for.

Councilor Denton asked if there would be a set of spots and limited number of passes. Director Rice said that would need to be decided.

Councilor Roberts said this matter should go before the Parking, Traffic & Safety Committee.

City Manager Bohenko said the next step is to get feedback from the neighborhood. He said people did not want this when we tried to do a program in the past.

Councilor Dwyer said the Parking, Traffic & Safety Committee should meet with the Citywide Neighborhood Steering Blue Ribbon Committee.

Public Works Director Rice outlined Potential Costs:

- Additional Administrative Staff
- Additional Enforcement Staff
- Additional Signage
- Vehicles for Enforcement Staff
- Given the Uncertainty as to the Scope of the Effort, Staff Recommends Budgeting \$100,000.00 in the Parking Budget Contingency for NPP in FY19.

Councilor Reynolds said we need to know if the goal is to keep the program self-sufficient.

Assistant Mayor Lazenby said we need to hear from the neighborhoods and to define the principles of the program.

City Manager Bohenko said he would work to move forward on setting up a meeting with the Citywide Neighborhood Steering Blue Ribbon Committee and the Parking, Traffic & Safety Committee to work on getting a survey out and creating a set of principles.

Mayor Blalock said we need to find out if there is State enabling legislation that allows a NPP in New Hampshire. City Attorney Sullivan said there is no specific enabling legislation. He said there is a law that allows the City Council to allow for parking on city streets.

At 7:00 p.m., Mayor Blalock closed the Work Session.

Respectfully submitted by:

Kelli L. Barnaby, MMC, CMC, CNHMC
City Clerk