

**PORTSMOUTH**  
**PARKING & TRAFFIC SAFETY COMMITTEE**  
**8:00 A.M. – FEBRUARY 1, 2018**  
**CITY HALL – CONFERENCE ROOM A**

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**ON-SITE COMMITTEE:** Please meet on Tuesday, January 30<sup>th</sup> at 8:00 A.M. in the upper parking lot at City Hall, 1 Junkins Avenue, to view the following locations:

- 487 State Street
  - 275 Islington Street
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AGENDA

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. SELECTION OF COMMITTEE CHAIRMAN**

**IV. ACCEPTANCE OF THE MINUTES**

**V. FINANCIAL REPORTS:**

A. Two reports: totals through November 30, 2017 and December 31, 2017.

**VI. PUBLIC COMMENT (15 MINUTES)**

**VII. NEW BUSINESS**

- A. Request for NO PARKING on both sides of Langdon Street, north of McDonough Street, by Beth Moreau. **Sample motion: Move to prohibit parking along the west side of Langdon Street, north of McDonough Street.**
- B. Request to change parking meter zone designation on Portwalk Place, by Portwalk. **Sample motion: Move to table the action item until the new parking garage is operational or as part of the overall Parking Division budget process.**
- C. Request to remove meters and parking spaces on north side of State Street between Middle Street and 487 State Street, by Steve Bergeron. **Sample motion: Move to table the action item until the new parking garage is operational.**
- D. Request to eliminate 2 hour time limit on Islington Street between Cornwall Street and Rockingham Street, by Islington Green Condo Association. **Sample motion: Move to table the action item until the new parking garage is operational.**

**VIII. OLD BUSINESS**

- A. Report back on request for NO PARKING on Dennett Street at Hunters Hill Avenue, by Cheryl Coviello. **Sample motion: Move to restrict parking on Dennett Street within 60 feet of the south side of Hunters Hill Avenue.**
- B. Report back: Request for NO PARKING on Brewster Street opposite #30 Brewster Street, by Kelly Hurd. **Sample motion: Move to table action item until road construction is finished.**
- C. Request by neighborhood to close Echo Avenue from the Turnpike. Update on discussions with NHDOT and business owners.

**IX. PUBLIC COMMENT**

**X. MISCELLANEOUS**

- A. Quarterly bicycle and pedestrian accident report.

**XI. ADJOURNMENT**

# Unaudited

PTS Meeting February 2018

**Percentage of Fiscal Year Complete**  
**41.67%**

Totals Thru  
 November 30, 2017

FY 18

	Total	Budgeted	% of Budget
Parking Meter Fees	1,455,325.67	2,955,000.00	49.2%
Meter Space Rental	25,530.00	80,000.00	31.9%
Meter In Vehicle	49,184.56	95,000.00	51.8%
Parking Garage Revenue	1,097,773.44	2,400,000.00	45.7%
Garage Passes	581,352.00	1,350,000.00	43.1%
Pass Reinstatement	1,905.00	2,500.00	76.2%
Vaughan St Parking Facility	6,250.00	-	
Parking Violations	365,498.77	715,000.00	51.1%
Immobilization Administration Fee	7,050.00	15,000.00	47.0%
Summons Admin Fee	75.00	3,000.00	2.5%
<b>Total FY 18 Parking</b>	<b>3,589,944.44</b>	<b>7,615,500.00</b>	<b>47.1%</b>

	<b>BUDGETED</b>	
	5,203,195	68% Transfer to Parking Fund
	2,412,305	32% Funds Remaining in Gen Fund

# Unaudited

PTS Meeting February 2018

<b>Percentage of Fiscal Year Complete</b> <b>50.00%</b>
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Totals Thru  
December 31, 2017

FY 18

	Total	Budgeted	% of Budget
Parking Meter Fees	1,616,427.51	2,955,000.00	54.7%
Meter Space Rental	32,450.00	80,000.00	40.6%
Meter In Vehicle	57,949.56	95,000.00	61.0%
Parking Garage Revenue	1,288,418.68	2,400,000.00	53.7%
Garage Passes	705,772.00	1,350,000.00	52.3%
Pass Reinstatement	2,100.00	2,500.00	84.0%
Vaughan St Parking Facility	7,500.00	-	
Parking Violations	434,310.77	715,000.00	60.7%
Immobilization Administration Fee	8,550.00	15,000.00	57.0%
Summons Admin Fee	75.00	3,000.00	2.5%
<b>Total FY 18 Parking</b>	<b>4,153,553.52</b>	<b>7,615,500.00</b>	<b>54.5%</b>

	<b>BUDGETED</b>	
	5,203,195	68% Transfer to Parking Fund
	2,412,305	32% Funds Remaining in Gen Fund

## VII.A. Request for NO PARKING on both sides of Langdon St, north of McDonough St

**From:** Elizabeth Moreau  
**To:** [Eric B. Eby](#)  
**Cc:**  
**Subject:** Langdon Street No Parking Request  
**Date:** Thursday, December 21, 2017 12:29:13 PM

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Good afternoon,

Please find attached the narrative and a copy of the subdivision plan for the north end of Langdon Street. Those of us that now live at this end of the street would like to request that this section be set at no parking on either side of the street. Please let me know if you need any further information for the meeting the first week of January. Beth

Elizabeth A. Moreau, Esq.  
Great Oak Title Services, LLC  
99 Bow Street, Suite 300E  
Portsmouth NH 03801

VII.A. Request for NO PARKING on both sides of Langdon St, north of McDonough St

**Request for the north end of Langdon Street to be no parking on either side of the street**

The owners of the following addresses would like to petition the City of Portsmouth to create no parking on Langdon Street between McDonough Street and Railroad Street.

81 Langdon Street, 82 Langdon Street, 91 Langdon Street, 94 Langdon Street, 101 Langdon Street

This end of Langdon Street for many years has been a dead-end street, due to the prior owner of Railroad Street property had placed a large pile of dirt at the end of Langdon to prevent from vehicle passage. Since the property is now owned by the City it has become a pass-through street to Brewster Street. With this change comes more two-way traffic on this section of Langdon Street. With the addition recently of 81, 91 and 101 Langdon street to this end of the street it has become quite apparent that cars parked on this section of narrow street causes several issues.

1. When you are trying to pull out of a driveway at any of these properties cars parked on the street cause a hazard to come and go from all of these driveways.
2. Two-way traffic alone just fits in this narrow road way, impossible if cars are parked on it.
3. 94 Langdon is a business that gets large truck delivers on a regular basis and therefore the trucks cannot make it down the street if there are any cars parked on it, also it is difficult for them to turn down the street itself from McDonough when cars are parked on the street.
4. The south end of Langdon Street is also narrow but it is a one-way street and only allows parking on one side of the street. This works for that end of the street, but not when the street has two-way flowing traffic.

For these reasons we respectfully request that this section of the road be put into the ordinance as no parking on either side of the street.

# City of Portsmouth

*Department of Public Works*



## MEMORANDUM

TO: John P. Bohenko, City Manager

FROM: Eric B. Eby, P.E., Parking and Transportation Engineer *Ebe*

DATE: January 24, 2018

SUBJECT: Report Back, Langdon Street parking north of McDonough Street

The owners of 81, 82, 91, 94, and 101 Langdon Street wrote to express their concern regarding the on-street parking situation on Langdon Street north of McDonough Street. Their concern is that when vehicles are parked on either side of Langdon Street, it is difficult for vehicles to enter or exit the private driveways to their homes or business. They are also concerned that the street is not wide enough to allow both two-way traffic and parking. They have requested that parking be prohibited on both sides of Langdon Street north of McDonough Street. Parking is currently allowed on both sides of this section of Langdon Street, although NO PARKING signs are present on the west side of the street. City staff conducted a site visit and took measurements of curb lines along both sides of the street, as well as the street width and the location of driveways on each side of the street. Staff recommends that on-street parking be prohibited only along the west side of Langdon Street.

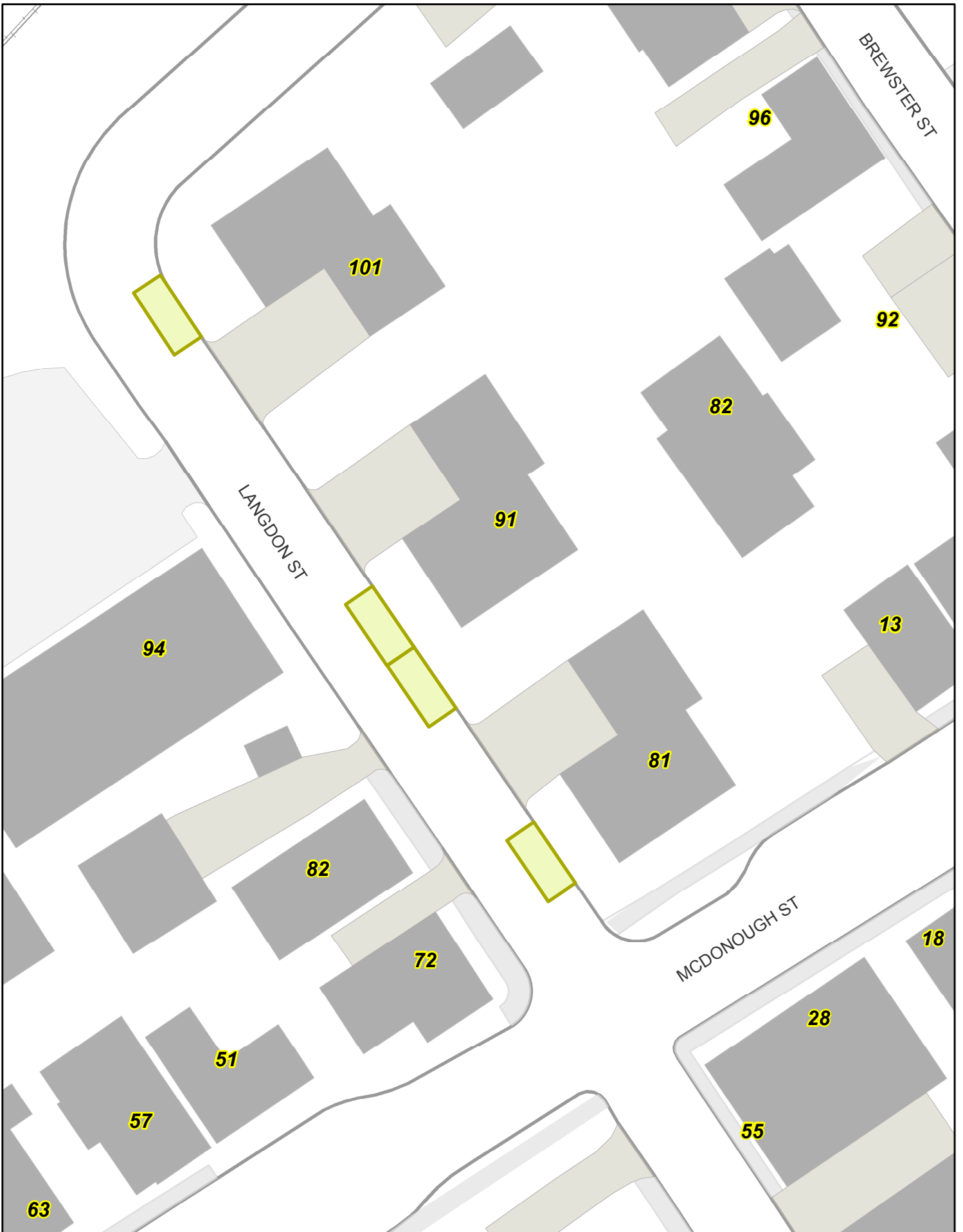
The street is 22-23 feet wide from curb to curb. A parallel parking lane requires 8 feet of width, leaving 14-15 feet for a vehicle travel lane. This width is more than sufficient for one lane of travel. On a street such as this with very low traffic volumes and familiar users, 14 feet is also adequate for two-way flow if there is space for a vehicle to pull to the side to allow an oncoming vehicle to pass. Streets with low traffic volume, familiar users and one lane for two-way traffic are known as "yield streets". Yield streets do not have yellow center lines and encourage slow speeds and respectful meeting and passing events. Yield roadways are designed with narrow roadway dimensions to prioritize local access and community livability. They require courtesy yielding when vehicles traveling in opposite directions meet. The City's recently adopted Complete Streets Design Guidelines identifies Langdon Street as a Neighborhood Slow Street. For Neighborhood Slow Streets, a high priority traffic calming treatment is to have the roadway operate as a yield street, and to allow on-street parking as a high priority curbside management tool.

There are sufficient curb lengths to allow for four on-street parking spaces on the east side of the road, while still allowing larger vehicles to turn into the business driveway at 94 Langdon. On-

street spaces could be provided at locations that would not block or impede the use of private driveways. In this area of the City, on-street parking supply is very limited and the demand very high due to the density of the residential units. Eliminating parking spaces is not desirable unless there are extraordinary safety concerns.

Therefore, it is staff's recommendation that parking be prohibited only on the west side of Langdon Street between McDonough Street and the new roadway by the railroad tracks. The attached graphic shows the proposed location of the allowable parking spaces on the east side of the street.





**LANGDON STREET PROPOSED PARKING**

VILA. Request for NO PARKING on both sides of Langdon St, north of McDonough St

## VII.B. Request to change parking meter zone designation on Portwalk Place

**From:** [Peter Weeks](#)

**Sent:** Thursday, November 30, 2017 7:33 AM

**To:** [Robert P. Sullivan](#); [Peter H. Rice](#)

**Cc:** '[Jeff Johnston](#)'; '[Jackie K Huber](#)'; [Peter G. Weeks](#); [Raeline O'Neil](#)

**Subject:** Portwalk High Occupancy

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Bob and Peter

At the end of the meeting yesterday we discussed the High Occupancy Rate for Portwalk. A letter was written to Brad Lown, chairman of PTSC requesting the addition of Portwalk Place to the high occupancy Rate.

In the minutes Of the May 4<sup>th</sup> PTSC meeting Eric Ebby on the bottom of page 2 said that Portwalk should be added to the High Occupancy Zone.

Unfortunately in the action Items from the meeting the PTSCC did not vote on that

We would request that on the PTSC meeting of December 7<sup>th</sup> that Eric Ebbys recommendation of May 4<sup>th</sup> be voted on

Thanks

# City of Portsmouth

*Department of Public Works*



## MEMORANDUM

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TO: John P. Bohenko, City Manager

FROM: Eric B. Eby, P.E., Parking and Transportation Engineer *EE*

DATE: December 27, 2017

SUBJECT: Parking Meter Zone Designation for Portwalk Place

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At the May 4, 2017 PTS Committee meeting, the results of the 2016 Downtown Parking Utilization Survey were presented. The survey results indicated that many streets and parking lots had occupancy rates greater than 85 percent, which normally would make them candidates for the High Occupancy Meter Zone. However, staff recommended that no adjustments to the meter zone designations be made until after the new parking garage on Foundry Place opens, at which time the entire downtown parking rate structure could be looked at holistically.

The owner of Portwalk wanted to change the meter zone designation for Portwalk Place, and it was originally intended for the PTS Committee to vote on changing the meter zone designation for that one street, as Portwalk Place is a private roadway that is treated as a public roadway for the purposes of parking and maintenance. However, no vote was taken on the matter and no change was ever made to the Portwalk Place meter zone designation.

The owner of Portwalk has requested again that the PTS Committee vote on the matter of adjusting the meter zone designation for Portwalk Place. A change to this one street, although privately owned, could cause confusion or be construed as unequal treatment for one particular street. Therefore, City staff recommends that no changes be made to this or any other street's meter zone designation unless done in the context of the parking budget and/or after the new parking garage opens.

VII.C. Request to remove meters and parking spaces on north side of State Street between Middle Street and 487 State Street

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**From:** Steve Bergeron

**Sent:** Thursday, January 11, 2018 11:43 AM

**To:** Eric B. Eby

**Subject:** Request inclusion in February 2018 Parking & Traffic Safety Committee Agenda

Eric,

Thank you for taking the time to discuss the traffic and safety issues related to 481-507 State Street, west of the intersection with Middle Street. I am interested in having the Parking & Traffic Safety Committee review the safety of the five parking spaces located to the front of 481 through 507 State Street. As discussed, the parking spaces in front of these first few buildings present a considerable traffic and safety issue. Their removal and relocation of the yellow line at the State/Middle intersection would improve safety and access to the 7 narrow driveways along the first 250 feet of State Street. I am located at 487 State, and have witnessed the following issues related to the existing parking:

- \* There are 7 very narrow driveways along the first 250 feet of State Street, headed away from downtown. Pulling out of these driveways onto State St. close to the Middle St intersection is near impossible when cars are at the 5 metered spaces and vehicles are waiting at the State Street light.
- \* Our front stairs and front granite post have been hit twice by the city's sidewalk plow, when the sidewalk plow has tried to clear between our building and the existing parking meter. Removal of the parking (and meter) would alleviate this issue.
- \* Being close to the Middle Street intersection, it is difficult/dangerous to exit a parked car at one of the 5 spaces.
- \* Cars turn onto State Street headed west and trying to beat the light headed east are often going above the speed limit, making it difficult to pull out with the existing driveways past parked cars due to poor visibility/sight lines.
- \* The parking meter located to the front of our building has been hit several times, due to its congested location at the right-of-way between 487 and 495 State Street.
- \* These 5 metered parking spaces are located across from free and often available parking spaced located to the south and west along State Street – the revenue loss is likely nominal.
- \* Oversize vehicles often encroach on the driveways due to the limited lot frontage and tight driveway locations. For example, I have 32' of frontage with driveways on either side of the metered parking space.

My suggestion is that the city removes the five metered parking spaces and relocate (center) the yellow line on State Street. This will improve the visibility/safety for users of the 7 driveways along this section of State St, allow for easier sidewalk clearing, and improve pedestrian safety along the sidewalk, and alleviate congestion at the State Street traffic light. A map of the impacted are is below:

VII.C. Request to remove meters and parking spaces on north side of State Street between Middle Street and 487 S Street



Please don't hesitate to contact me if you have any questions, or would like to meet on-site at State Street to review the traffic/parking issues.

Regards,  
Stephen J. Bergeron, MAI  
Bergeron Commercial Appraisal  
487 State Street  
Portsmouth, NH 03801  
(603) 436-3009

VII.D. Request to eliminate 2 hour time limit on Islington Street between Cornwall Street and Rockingham Street

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**From:** Dave Watson

**Sent:** Wednesday, January 17, 2018 11:01 AM

**To:** Eric B. Eby

**Subject:** FW: Getting on the agenda for Feb.1st Board meeting

Good morning Mr. Eby

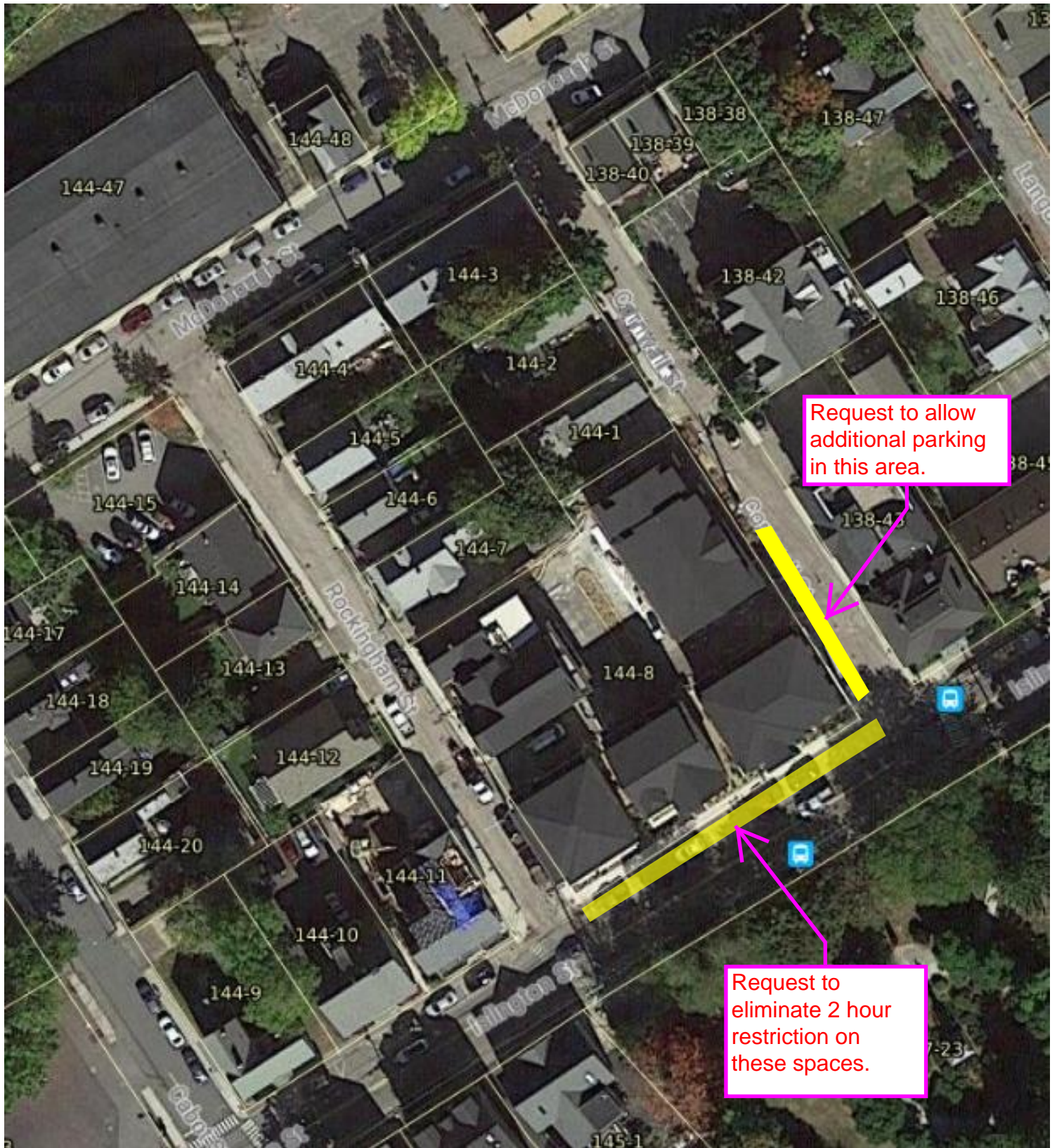
I would like to be put on the agenda for the Feb 1<sup>st</sup> board meeting. We would like to bring to the board the removal of the 2hr parking sign in front of 275 islington st. as this is now a residential property. We would also like to discuss the new parking lines that reduced our parking on Conwall & Rockingham.

Thank you

Dave Watson



VII.D. Request to eliminate 2 hour time limit on Islington Street between Cornwall Street and Rockingham Street



# City of Portsmouth

*Department of Public Works*



## MEMORANDUM

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TO: John P. Bohenko, City Manager

FROM: Eric B. Eby, P.E., Parking and Transportation Engineer *EE*

DATE: December 14, 2017

SUBJECT: Report Back, Dennett Street parking at Hunters Hill Avenue

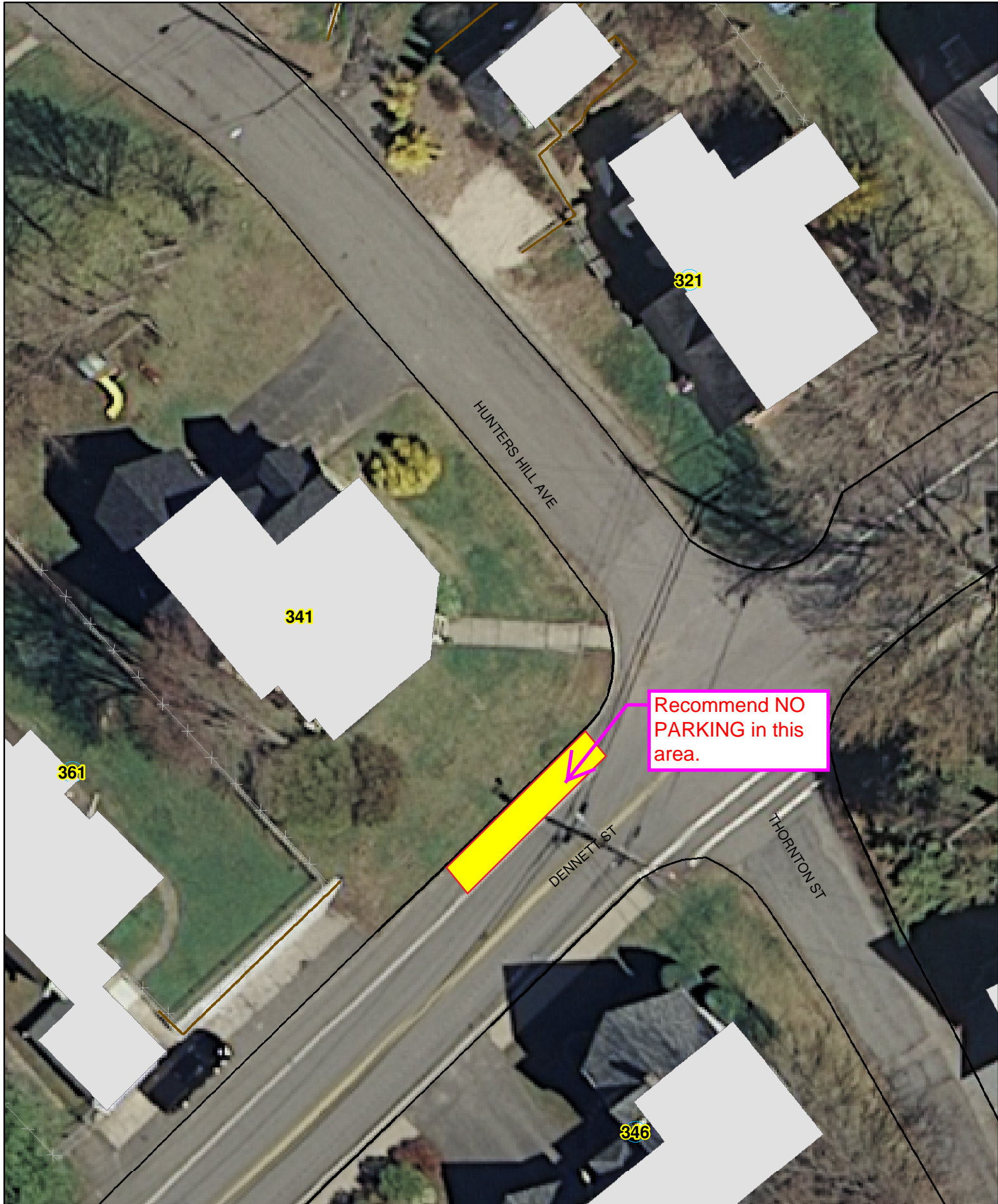
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The resident of 341 Dennett Street wrote to express her concern regarding the on-street parking on Dennett Street at its intersection with Hunters Hill Avenue. Her concern is that when vehicles are parked in the spaces on Dennett Street in front of her house, the sight lines are severely limited, which creates a safety concern for vehicles and pedestrians coming out of Hunters Hill Avenue. City staff conducted a site visit and took measurements of sight lines at the intersection, with and without vehicles parked in the spaces. Speed data of vehicles traveling on Dennett Street were also reviewed to determine the 85<sup>th</sup> percentile speeds. Sight lines should be provided for the 85<sup>th</sup> percentile speeds and not just the posted speed limit, in order to ensure safe operations at the intersection.

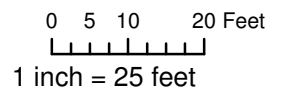
Based on the recorded 85<sup>th</sup> percentile speed of 30 mph, a stopping sight distance of 200 feet should be provided for drivers attempting to turn from Hunters Hill Avenue onto Dennett Street. With vehicles parked 20 feet from Hunters Hill Avenue, the sight line was measured at just 90 feet. With vehicles parked 40 feet from the intersection, the sight line was measured at 140 feet. With vehicles parked 60 feet from the intersection, the sight line was measured at 205 feet.

Therefore, it is staff's recommendation that parking be prohibited on the north side of Dennett Street within 60 feet of the west side of Hunters Hill Avenue. The parking spaces on Dennett Street on the other side of Hunters Hill Avenue, in front of 321 Dennett Street, do not restrict sight lines and can remain in place.





VIII.A. Report back on request for NO PARKING on Dennett St at Hunters Hill Ave



# City of Portsmouth

Department of Public Works



## MEMORANDUM

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TO: John P. Bohenko, City Manager

FROM: Eric B. Eby, P.E., Parking and Transportation Engineer *EE*

DATE: January 16, 2018

SUBJECT: Report Back, Brewster Street parking

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The owners of 30 Brewster Street have expressed their concern regarding the on-street parking situation on Brewster Street between Islington Street and Sudbury Street. Their concern is that when vehicles are parked on the east side of Brewster Street, it is difficult for vehicles to enter or exit the private driveways to their homes on the west side of the street. They are also concerned that the street is not wide enough to allow both two-way traffic and parking. They have requested that on-street parking be prohibited on the east side of the roadway in front of 21 Brewster Street. City staff conducted a site visit and took measurements of curb lines along both sides of the street, as well as the street width and the location of driveways on each side of the street. Staff recommends that the request be tabled until the completion of the roadway reconstruction this spring. If the situation does not improve after the completion of the roadway reconstruction, one of the two spaces in front of 21 Brewster Street could be eliminated, with the remaining space centered between the driveways on either side. This will provide sufficient area for a vehicle to turn in and out of the driveway to 30 Brewster Street, and will also provide more room for vehicles turning in and out of the driveways to 21 Brewster Street and 169 Islington Street.

Parking in this neighborhood is very limited due to the density of the residences and the fact that not every unit has off-street parking. With the renovations and re-occupancy of the multi-unit building at 21 Brewster Street, on-street parking demand is likely to increase. For these reasons, it is desirable to keep as much on-street parking as possible, so as not to reduce the limited supply of parking any further. The recent street reconstruction of Brewster Street has resulted in higher curbs, which results in vehicles parking further from the curb so as not to damage their tires and wheels. This is a recognized driving behavior known as "shy distance". With the vehicles parked further from the curb, the difficulty in turning into and out of the driveways is exacerbated.

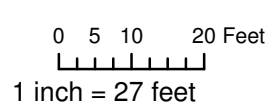
When the final paving of Brewster Street is completed in the spring, the curb height, or reveal, will be reduced, and the shy distance should also decrease. Therefore, it is staff's recommendation that any changes to the parking spaces should be put on hold until after the paving is completed. At

that time, if the problem still exists, staff recommends that one of the parking spaces in front of 21 Brewster be eliminated and the remaining space centered between the driveways on either side. With regards to two-way traffic flow, the recent completion of the connecting roadway adjacent to the railroad between Brewster Street and Langdon Street now allows for the possibility of converting Brewster Street to a one-way street, which would reduce the traffic volume on Brewster Street and eliminate some of the conflicts resulting from the narrow roadway.





VIII.B. Report back: Request for NO PARKING on Brewster Street opposite #30 Brewster Street



Parking & Traffic Safety Committee				
Bicycle & Pedestrian Accident Report				
Dates	Location	Pedestrian	Bicycle	Notes
06/27/16 - 07/27/16	Greenleaf Woods		1	<i>Last 3 years of records indicate 23 pedestrians struck and 6 bicyclists struck (only 3 in the Square). This is actually quite remarkable given the amount of vehicles and foot traffic in the downtown.</i>
	212 Islington St		1	
	Marcy St @ Pleasant St	1		
7/29/2016 - 9/29/2016	Scott Ave		1	
9/28/16 - 12/23/16	Fleet & Congress	1		Pedestrian admittedly crossed the road against walk sign (bruised backside and left arm)
	Cabot & Islington	1		Pedestrian not seen by driver in crosswalk (foot and leg were bumped)
	Congress & High	1		pedestrian bumped in crosswalk. Poor lighting and dark clothing major contributing factors.
	on South St by South School St	1		Jogger struck by side mirror of vehicle and was transported to the hospital with non-life threatening injuries. Jogger was running in the roadway in dark clothing with no reflection and was not seen by the driver.
12/24/16 - 03/20/17	The Hill	1		The lone pedestrian accident occurred on The Hill by the Blue Mermaid. Valet driver failed to clear snow from the windshield of a patron's car and was attempting to move it from a spot on High Street on to Garden Way when he struck a pedestrian crossing the roadway. No injuries reported. Driver was issued a citation for windshield vision obscurement.
3/21/17 - 06/20/17	McDonald's parking lot	1		Juvenile was bumped as vehicle was backing up.
	Market Basket parking lot	1		Vehicle bumped a cart being pushed by a patron. The patron was knocked to the ground.
6/21/17 - 9/20/17	Maplewood @ Cutts		1	Bicyclist turned into vehicle.
	Scott Ave		1	Bicyclist turned into vehicle.
	Market Basket parking lot	1		Patron was loading groceries into her car, vehicle got too close and ran over her foot.
	area of 526 Islington St	1		Driver parked his car, opened his door and stepped into the lane of traffic without looking
	Middle @ Court	1		Subject in a wheelchair was bumped in a crosswalk by a vehicle and knocked over. Driver cited.
9/21/17 - 12/21/17		5	1	