

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, AUGUST 18, 2025 TIME: 7:00PM

Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser

https://us06web.zoom.us/webinar/register/WN_XtV8lqd_REyb5s6vZ1LKhw

**6:00PM - ANTICIPATED NON-PUBLIC SESSION IS BEING HELD IN CONFERENCE ROOM A
IN ACCORDANCE WITH RSA 91-A:3, II, (a) (d)**

AGENDA

- I. WORK SESSION
- II. PUBLIC DIALOGUE SESSION [when applicable – every other regularly scheduled meeting]
- III. CALL TO ORDER [7:00 p.m. or thereafter]
- IV. ROLL CALL
- V. INVOCATION
- VI. PLEDGE OF ALLEGIANCE

PROCLAMATION

1. National Service Dog Month

- VII. ACCEPTANCE OF MINUTES *(There are no minutes on for approval this evening)*

VIII. RECOGNITIONS AND VOLUNTEER COMMITTEE REPORTS

1. Portsmouth Sustainability Committee Update

- IX. PUBLIC COMMENT SESSION *(This session shall not exceed 45 minutes) – (participation may be in person or via Zoom)*

X. PUBLIC HEARINGS AND VOTE ON ORDINANCES AND/OR RESOLUTIONS

First Reading of Ordinance:

- A. First Reading Amending Chapter 10, ZONING ORDINANCE, CITY OF PORTSMOUTH ZONING MAP be amended as follows: rezone parcels described on the City Tax Map 138 Lot 62 and Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District 4 (CD4); to change the boundary of the North End Incentive Overlay District (NEIOD) by removing City Tax Map 138 Lot 60-2, Tax Map 138 Lot 62 and Tax Map 125 Lot 16, and Tax Map 138 Lot 63 and a portion of Tax Map 138 Lot 60-3; and to amend the boundary of the Downtown Overlay District (DOD) by removing City Tax Map 138 Lot 60, a portion of Tax Map 138 Lot 60-1, Tax Map 138 Lot 60-2, Tax Map 138 Lot 60-3, Tax Map 138 Lot 61, Tax Map 138 Lot 62, Tax Map 138 Lot 63, Tax Map 164 Lot 4, Tax Map 125 Lot 17-1 and a portion of Tax Map 125 Lot 16 and Tax Map 125 Lot 17 from the DOD; to

amend the building height map from 2-4 stories (50 feet) to 2-3 stories (short 4th, 45 feet) for parcels along Hill Street for City Tax Map 125 Lot 16, Tax Map 138 Lot 62 and Tax Map 125 Lot 14 and to add a building height standard of 2-3 stories (40 feet) along Rock Street to the cul-de-sac at Foundry Place for City Tax Map 138 Lot 63, Tax Map 138 Lot 60-2, and Tax Map 138 Lot 60-3. The Zoning Maps to be amended are referenced in the City's Zoning Ordinance at Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 and Chapter 10, Article 5A, Character Based zoning, Section 10.5A21.10, Content of Regulation Plan, Map 10.5A21A (Character Districts and Civic Districts) and Map 10.5A21B (Building Height Standards), collectively the "Zoning Maps". ***(Sample motion – move to pass first reading and to schedule a public hearing and second reading at the September 8, 2025, City Council meeting)***

Second Reading of Ordinance:

- B. Second Reading of Ordinance regarding Chapter 10, Zoning Ordinance, City of Portsmouth Zoning Map be amended as follows: Rezone Parcels Described on the City Tax Map 125 Lot 16; Tax Map 138 Lot 61; Tax Map 138 Lot 62; and a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District 4 (CD4); to Rezone a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District L1 (CD4-L1); to change the Boundary of the North End Incentive Overlay District (NEIOD) to remove City Tax Map 138 Lot 61, Tax Map 138 Lot 60-3, and Tax Map 164 Lot 4 from the NEIOD and to Amend the Boundary of the Downtown Overlay District (DOD) to align with the amended NEIOD by removing City Tax Map 164 Lot 4, Tax Map 138 Lot 61, Tax Map 138 Lot 60-3 and a portion of Tax Map 138 Lot 63 from the DOD; to amend the Building Height Map from 2-4 stories (50 Feet) to 2-3 stories (40 feet) for parcels along Bridge Street to Foundry Place and along Hill Street for City Tax Map 125 Lot 16, Tax Map 138 Lot 62 and Tax Map 125 Lot 14 and to add a Building Height Standard of 2-3 stories (40 feet) along Rock Street to the Cul-De-Sac at Foundry Place for City Tax Map 138 Lot 63, Tax Map 138 Lot 60-2, and Tax Map 138 Lot 60-3. The Zoning Maps to be amended are referenced in the City's Zoning Ordinance at Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 and Chapter 10, Article 5A, Character Based Zoning, Section 10.5A21.10, Content of Regulation Plan, Map 10.5A21A (Character Districts and Civic Districts) and Map 10.5A21B (Building Height Standards), Collectively the "Zoning Maps"
(Sample motion – move to pass second reading and schedule a third and final reading at the September 8, 2025, City Council meeting)

Public Hearing & Second Reading of Ordinances:

- C. PUBLIC HEARING and Second Reading of Chapter 1, Administrative Code – Article I, Administrative Code Ordinance Amendments:
- Section 1.102 – Administrative Organization
 - Section 1.103 – Organizational Chart
 - Section 1.105 – General Powers and Duties of the Department Administrators
 - Section 1.106 – Specific Duties, Functions and Responsibilities of Departments
 - Section 1.107 – Authority of City Manager
- **PRESENTATION**
 - **CITY COUNCIL QUESTIONS**
 - **PUBLIC HEARING SPEAKERS**
 - **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**
- (Sample motion – 1) move to amend the proposed changes to Chapter 1, Section 1.106(G) to reflect the changes proposed by the Legal Department, 2) move to pass second reading as amended and schedule third and final reading at the September 8, 2025, City Council meeting)*
- D. PUBLIC HEARING and Second Reading of Chapter 2, Seal, Deeds and Elections – Article II, Deeds, Section 2.201 – Execution to be amended by deleting the section in its entirety
- **PRESENTATION**
 - **CITY COUNCIL QUESTIONS**
 - **PUBLIC HEARING SPEAKERS**
 - **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**
- (Sample motion – move to pass second reading of the proposed changes to Chapter 2 and schedule a third and final reading at the September 8, 2025, City Council meeting)*
- E. PUBLIC HEARING and Second Reading of Omnibus Vehicles, Traffic and Parking Ordinance Amendments:
- Chapter 7, Article III, Section 7.326 – Limited Parking – 15 Minutes – Hanover Street and State Street
 - Chapter 7, Article III, Section 7.330 – No Parking – State Street and Sagamore Avenue
 - Chapter 7, Article IVA, Section 7A.408 – Taxi Stands Designated – Pleasant Street
 - Chapter 7, Article VI – Limited Hours Loading Zones – Penhallow Street

- PRESENTATION
- CITY COUNCIL QUESTIONS
- PUBLIC HEARING SPEAKERS
- ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS

(Sample motion – move to pass second reading and schedule a third and final reading at the September 8, 2025, City Council meeting)

XI. CITY MANAGER'S ITEMS WHICH REQUIRE ACTION

A. CITY MANAGER CONARD

City Manager's Items Which Require Action:

1. Report Back from the Planning Board Regarding Frenchman's Lane
2. Request for Public Hearing Regarding Amendment to Resolution #6-2022 Regarding Funding Scope for the Police Station and Municipal Complex Feasibility Study and Design
3. Approval of School Superintendent McLaughlin's Employment Contract
4. *Reschedule City Council Meeting of September 22, 2025
5. 1 Raynes Avenue Access Easement for Water Services
6. Report Back from the Planning Board Regarding Proposed Amendments to Building Footprints in the Downtown

XII. CONSENT AGENDA

- A. Letter from Terrence Hyland, Jr., Krempels Brain Injury Center, requesting permission to hold the Doc King Adaptive Tour (DKAT) on Sunday, October 19, 2025, at 10:30 a.m. ***(Anticipated action – move to refer to the City Manager with Authority to Act)***
- B. Letter from Matt Junkin, Seacoast Rotary, requesting permission to hold the Seacoast Turkey Trot 5k on Thursday, November 27, 2025, at 7:00 a.m. ***(Anticipated action – move to refer to the City Manager with Authority to Act)***

XIII. PRESENTATIONS AND WRITTEN COMMUNICATIONS

- A. Capital Improvement Plan Kickoff
- B. E-mail Correspondence ***(Sample motion – move to accept and place on file)***

- C. Letter from Attorney John Bosen, Donahue, Tucker & Ciandella, PLLC, requesting the City Council authorize the execution of the Consent to Non-Industrial Use for property located at 45 Coach Road
- D. Petition by Residents along Islington Street requesting Sidewalk Restoration (***Sample motion – move request for report back from the Department of Public Works***)
- E. Letter from Mike Daigle, Friends of Italian Americans, requesting permission to use public space to hold an Italian Festa Celebration on Monday, October 13, 2025, from Noon to 4:00 p.m.

XIV. MAYOR McEACHERN

- 1. *Appointment to be Voted:
 - Appointment of Anna Howard as a regular member of the Economic Development Commission filling an unexpired term until October 1, 2026 (***Sample motion – move to appoint Anna Howard as a regular member of the Economic Development Commission filling an unexpired term until October 1, 2026***)
- 2. Acceptance of Resignation of Kelly Delekta from the Board of Library Trustees (***Sample motion – move to accept with regret the resignation of Kelly Delekta from the Board of Library Trustees and to send a letter of thanks and appreciation for her service to the city***)
- 3. *Providing After-School Child Care in Portsmouth (***Sample motion – move to authorize the City Manager to enter into an agreement with the Granite YMCA to provide after school childcare services to families of the city***)

XV. CITY COUNCIL MEMBERS

A. COUNCILOR BAGLEY

- 1. Parking & Traffic Safety Committee Action Sheet and Minutes of the August 7, 2025, meeting (***Councilor Bagley move to approve and accept the action sheet and minutes of the August 7, 2025, Parking & Traffic Safety Committee meeting***)

B. COUNCILOR MOREAU

- 1. *Requesting Report Back on the status of turning State Street into a two-way street

XVI. APPROVAL OF GRANTS/DONATIONS

- A. Acceptance of Donation of Memorial Bench in Honor of Danielle Marie French to be Installed at Maple Haven Park ***(Sample motion - move to accept a memorial bench from Candace French and family in memory of Danielle Marie French to be installed at Maple Haven Park)***
- B. *Acceptance of New Hampshire Highway Safety Grant to support highway safety initiatives, including enforcement patrols and Community Outreach & Betterment Presentations - \$24,100.00 ***(Sample motion – move to approve and accept the Highway Safety Grant in the amount of \$24,100.00)***
- C. Acceptance of an In-kind Donation of 21 Bicycle Helmets from the Brain Injury Association of New Hampshire to Support the Portsmouth Police Department's E-Bike Safety Initiative ***(Sample motion – move to accept an in-kind donation of 21 bicycle helmets from the Brain Injury Association)***

XVII. CITY MANAGER'S INFORMATIONAL ITEMS

- 1. Household Hazardous Waste Collection Day – September 6, 2025

XVIII. MISCELLANEOUS BUSINESS INCLUDING BUSINESS REMAINING UNFINISHED AT PREVIOUS MEETING

XIX. ADJOURNMENT [at 10:30 p.m. or earlier]

**Indicates verbal report with no attachments*

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