Portsmouth, NH City Council

Eileen Dondero Foley Council Chambers

City Hall Complex, 1 Junkins Avenue, Portsmouth, NH

Monday, September 14, 2026, at 7:00 PM

Register to participate via Zoom. A unique meeting ID and password are provided once you register. To register, click on the link below or copy and paste into your web browser:
https://us06web.zoom.us/webinar/register/WN_AN8G-ECyRqm7TtBLvozmIg

Anticipated Non-Public Session

5:30 p.m. – Anticipated Non-Public Session is being held in Conference Room A in accordance with RSA 91-A:3, II (a), (e), and (l)

Agenda

Page

1. Work Session (when applicable)

2. Public Dialogue Session (when applicable)

3. Call to Order (7:00 pm or thereafter)

4. Roll Call

5. Invocation

6. Pledge of Allegiance

7. Acceptance of Minutes

A. Minutes and Actions of August 17, 2026, City Council Meeting DRAFT August 17, 2026 Minutes and Actions.pdf 9

(Sample motion – move to accept and approve the minutes of the August 17, 2026, City Council meeting)

8. Recognitions and Volunteer Committee Reports

A. Proclamations 18

- Try New Things Day in Portsmouth - presented by Ainsley Bennett Try New Things Day in Portsmouth.pdf
- Suicide Prevention Awareness Month 2026 Suicide Prevention Awareness

Month.pdf

- Direct Support Professionals' Appreciation Week 2026 Direct Support Professionals Appreciation Week.pdf

B. Recognition

- *Friends of the South End (FOSE) – Fundraising for Point of Graves Cemetery Wall Replacement

9. Public Comment Session

This session shall not exceed 45 minutes; participation may be in person or via Zoom

10. Public Hearings and Vote On Ordinances and/or Resolutions

A. First Reading to Amend Chapter 1, Administrative Code, Article III, Boards, Section 1.302 (D) Appointments, Tenure, and Removal 10.A Chapter 1 Vacancies and Renewal.pdf 21

(Sample motion - move to pass first reading to Chapter 1, Article III, Boards, Section 1.302 (D) Appointments, Tenure, and Removal and schedule a public hearing and second reading for September 28, 2026, City Council meeting)

B. First Reading to Amend Chapter 10, ZONING ORDINANCE, by removing most parking regulations from the Zoning Ordinance to the Site Plan Review Regulations (except one and two-family dwellings) by amending: Article 2, ADMINISTRATION AND ENFORCEMENT, Section 10.240, Conditional Use Permits; Article 5A, CHARACTER-BASED ZONING, Section 10.5A44, Off-Street Parking and Loading Requirements, Section 10.5A44.20, Number of Required Spaces; Article 5B, GATEWAY NEIGHBORHOOD MIXED USE DISTRICTS, Section 10.5B80, Parking and Loading Requirements and Standards, Section 10.5B82, Number of Required Spaces, Section 10.5B83, Location of Motor Vehicle Parking Facilities; Article 6, OVERLAY DISTRICTS, Section 10.685, Parking; Article 8, SUPPLEMENTAL STANDARDS, Section 10.815.30, Parking Requirements; Article 11, SITE DEVELOPMENT STANDARDS, Section 10.1110, Off-Street Parking, Section 10.1112, Number of Required Spaces, Section 10.1113, Location of Vehicular Use Facilities, Section 10.1114, Design of Off-Street Parking Facilities, Section 10.1115, Off-Street Parking Provisions in the Downtown Overlay District, Section 10.1116, Bicycle Parking and Section 10.1120, Off-Street Loading First Reading Ordinance Removing Parking Chapter 10.pdf 23

(Sample motion - move to pass first reading and schedule a public hearing and second reading at the October 13, 2026 City Council meeting)

C. First Reading to Amend Chapter 10, ZONING ORDINANCE, CITY OF PORTSMOUTH ZONING MAP to be amended to change the district boundary of the Historic District by adding and removing the following parcels pursuant to Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 First Reading Ordinance with HDC District MAP Amendments.pdf 44

(Sample motion - move to pass first reading and schedule a public hearing and second

reading at the October 13, 2026 City Council meeting)

D. Public Hearing and Second Reading to Amend Chapter 10, Zoning Ordinance, Article 2 - Administration and Enforcement, Section 10.234 - Procedures for Variances, Special Exceptions and Appeals from Decisions of Code Official; Section 10.264 - Expiration and Abandonment of Approvals and Article 10 - Environmental Protection Standards, Section 10.1017.70 Expiration and Extension LEGAL Notice Chapter 10.pdf 49

- **PRESENTATION**
- **CITY COUNCIL QUESTIONS**
- **PUBLIC HEARING SPEAKERS**

(Sample motion - move to pass second reading and schedule a third and final reading to amend Chapter 10, Zoning Ordinance, Article 2 - Administration and Enforcement, Section 10.234 - Procedures for Variances, Special Exceptions and Appeals from Decisions of Code Official; Section 10.264 - Expiration and Abandonment of Approvals and Article 10 - Environmental Protection Standards, Section 10.1017.70 Expiration and Extension for September 28, 2026, City Council meeting)

E. Public Hearing and Second Reading to Amend Chapter 7, Vehicles, Traffic and Parking, Article III, Traffic Ordinance, Section 7.330 A, No Parking, which will move parking spaces from the west side to the east side of Fleet Street as presented LEGAL Notice 7.330 A No Parking Chapter 7.pdf 2542_colored Cross Sections Fleet St one-way.pdf 53

- **PRESENTATION**
- **CITY COUNCIL QUESTIONS**
- **PUBLIC HEARING SPEAKERS**

(Sample motion - move to pass second reading and schedule a third and final reading to Amend Chapter 7, Vehicles, Traffic and Parking, Article III, Traffic Ordinance, Section 7.330 A, No Parking, which will move parking spaces from the west side to the east side of Fleet Street as presented for September 28, 2026, City Council meeting)

F. Public Hearing and Second Reading to amend Chapter 7, Vehicles, Traffic and Parking, Article III, Traffic Ordinance, Section 7.336 A, One-Way Streets, changing Fleet Street to one-way from Congress Street to Hanover Street with a contra-flow bike lane as presented LEGAL Notice 7.336 A Fleet St one-way Chapter 7.pdf 58

- **PRESENTATION**
- **CITY COUNCIL QUESTIONS**
- **PUBLIC HEARING SPEAKERS**

(Sample motion - move to pass second reading and schedule a third and final reading to amend Chapter 7, Vehicles, Traffic and Parking, Article III, Traffic Ordinance, Section 7.336 A, One-Way Streets, changing Fleet Street to one-way from Congress Street to Hanover Street with a contra-flow bike lane as presented for September 28, 2026, City Council meeting)

11. City Manager's Items Which Require Action FINAL CM Report 9_14_2026.pdf 61

A. Proposed Employment Agreement for Deputy Fire Chief Scott Egan CM Action Item 69

A_ Employment Contract With Deputy Fire Chief Scott Egan.pdf

(Sample motion - move to accept the proposed Employment Agreement for Deputy Fire Chief Scott Egan as presented)

B. Memorandum of Agreement for Portsmouth School District Paraeducators CM Action Item B_ Paraeducators MOA.pdf — 73

(Sample motion - move to accept the Memorandum of Agreement for Portsmouth School District Paraeducators as presented)

C. Approval of 2027 City Council Meeting Calendar 2027 SCHEDULE OF CITY COUNCIL MEETINGS.pdf — 76

(Sample motion - move to approve the 2027 City Council meeting calendar as presented)

12. Consent Agenda

A. Community Event Request from Millennium Running for New Castle 10K on April 25, 2026 New Castle 10K Event Request 2026.pdf — 77

B. Community Event Request from Seacoast Paddleboard Club for Halloween Costume Paddle on October 25, 2026 Halloween Costume Paddle Event Request 2026.pdf — 80

C. Community Event Request for Pro Portsmouth Events: — 81
- First Night Portsmouth 2027 - December 31, 2026;
- Children's Day - May 2, 2027;
- 50th Annual Market Square Day Festival & 10K Road Race - June 12, 2027;
- 24th Annual Summer in the Street - July 3, 10, 17, 24, 31, August 7 of 2027

Pro Portsmouth Event Requests 2027.pdf

D. Active City Encumbrances Report Active Encumbrances for City Council Agenda 9.14.26.pdf — 83

(Sample motion - move to adopt the Consent Agenda as presented)

13. Presentations and Written Communications

A. Petition for Discontinuation of Abandoned Portion of Cornwall Street; RSA 231:43 13.A Petition for Cornwall Street.pdf — 85

(Sample motion - Recommend the City Council move to refer request to the Planning Board for a Report Back and schedule a public hearing to consider the discontinuance to coincide with receipt of the Report Back)

B. Email Correspondence Email Correspondence 9.9.26.pdf — 108

(Sample motion - move to accept and place on file)

14. Mayor McEachern

A. Acceptance of resignation - Anna Howard from the Economic Development Commission

effective October 1, 2026.

(Sample motion - move to accept with regret the resignation of Anna Howard from the Economic Development Commission and send a letter thanking Anna for her service to the City)

B. Appointments to be Considered Appointments 9.9.26 - Redacted.pdf 129

- John Bohenko appointment to the Public Art Review Committee
- Richard Samdperil appointment to the Library Board of the Trustees
- Jason Goodrich appointment to the Economic Development Commission as a regular member
- Thomas Watson reappointment to the Economic Development Commission
- Andrew Ward reappointment to the Economic Development Commission
- Anne Weidman reappointment to the Economic Development Commission

C. *Appointments to be Voted

- John (Jack) Holzman to the Board of Adjustment

(Sample motion - move to appoint John Holzman to the Board of Adjustment)

D. *CIP Citizen Request Subcommittee - Appointment of Council Members

E. *Status of Former Recreation Area Under the I-95 Bridge

15. City Council Members

A. *Assistant Mayor Kelley

- Motion to set parking fees for on-street and lot parking

(Sample motion - move to [change the existing nonresident parking rate from $2 per hour for first 3 hours and $5 per hour thereafter] to parking fees for on-street and lot parking for FY27: $3 per hour for first 3 hours and $6 per hour thereafter pursuant to Chapter 1, Administrative Code, Article XVI, Adoption of Fees, Section 1.1601, Procedure)

B. Assistant Mayor Kelley, Councilor Cook, Councilor Flynn, and Councilor Hopkins 137

- Amendment to City Council Policy 2026-01 Resident Access Parking Program (RAPP) Pilot to include the following amendments:
  - Remove the 35 cent transaction fee from the Downtown Workforce Parking Program (DWPP) on Parrott Avenue.
  - Increase the number of hours per sticker from 10 to 12 for the DWPP at the Foundry Garage.
  - Increase the number of monthly DWPP stickers from 20 to 26.
  - Clarify who qualifies for the DWPP, with the following proposed definition:
    - The DWPP was created to support small business owners and employees of restaurant, hospitality, retail and personal service businesses located downtown. 15.B City Council Policy 2026-01 RAPP Proposed CC Amendments 9 14 2026.pdf

(Sample motion - move to adopt the amended City Council Policy 2026-01 Resident Access Parking Program (RAPP) Pilot as presented)

C. Assistant Mayor Kelley, Councilor Cook, Councilor Flynn, and Councilor Hopkins

- Maintain the existing resident rate for on-street and lot parking

(Sample motion - maintain the existing parking fees for on-street and lot parking for residents for FY2027: $1.25 per hour for first 3 hours and $2.25 per hour thereafter pursuant to Chapter 1, Administrative Code, Article XVI, Adoption of Fees, Section 1.1601, Procedure)

D. Councilor Tabor 140

- Municipal Solar Generation Plan Attachments for Jones Avenue Councilor Tabor Item.pdf

(Sample motion - move the Council request a plan for solar generation on City land and buildings incorporating DPW recommendations, including both near-term, smaller, high-ROI projects and also including a solar array project at the Jones Avenue landfill site as a $4.1 million item in the Capital Improvement Plan, carrying forward and refining the current CIP element BI-27-PW-52: Solar Arrays and Potential Power Generation, and furthering Jones Avenue as a City Council goal for this term, with a report back at the October 13, 2026 City Council meeting)

E. Councilors Cook and Flynn

- Amend RAPP Policy to include Parrott Avenue Lot for Resident and Downtown Workforce Parking only

(Sample motion - move to amend the RAPP Policy to limit parking in the Parrott Avenue Lot to Resident and Downtown Workforce Parking only, with a small number of parking spaces set aside for Portsmouth District Court defendants)

F. Councilor Blalock

- Remove Parrott Avenue from RAPP Policy

(Sample motion - move to amend the RAPP Policy by removing Parrott Avenue)

G. Councilor Bagley

- Parking Fees and Management

(Sample motion - move that the City Council maintain the hourly rate at the High Hanover Parking Facility at an amount equal to or lower than the on-street parking rates as set forth in Parking Principle #7)

H. Councilor Flynn

- *Status Update on the Sherburne School Project

(Sample motion - move to request that City staff, in coordination with the Portsmouth Housing Authority, provide the City Council with a status update on the Sherburne School project. The update should include current progress, anticipated timelines, key milestones, and any recent developments or challenges that may affect next steps. This information will help the Council and the community understand where the project stands and how it is moving forward)

I. Councilor Hopkins 153

- *Establish a Shuttle Loop Working Group Shuttle Loop and Public Transit Working Group.pdf

(Sample motion - move to establish a Shuttle Loop and Public Transit Working Group,

as outlined in the attached memo, to serve as the task force called for in the 2026-2027 City Council Goals. This time bound working group will consolidate existing studies, plans, and data on expanding public transit in Portsmouth, and report back to the City Council by January 29, 2027, with either a recommended pilot scope or a consultant-ready design scope)

16. Approval of Grants/Donations

A. Donation to the Senior Activity Center Luncheon Fund - $500 from Karen Parnes 155
Senior Luncheon Donation_August 2026.pdf

(Sample motion - move to accept the donation in the amount of $500 as presented)

B. Donation of a Granite Bench at Four Tree Island City of Portsmouth Granite Bench Request.pdf 156

(Sample motion - move to accept the donation of a granite bench as presented)

C. Acceptance of Donations for Point-of-Graves Cemetery Wall Repair with Brief Presentation Acceptance of Donations for Point of Graves - Final 9.14.26.pdf 158

(Sample motion - move to accept with thanks a donation from an anonymous resident from the South End, of up to $240,000 for the Point of Graves Cemetery Wall Replacement)

(Sample motion - move to accept with thanks the additional donations for the Point of Graves Cemetery Wall Replacement from Kyle LaChance, Robert Lambert, Emily Roesler, Lenore Leonardi, Peter Morin, Elizabeth Grady, Jolanda Fannin, Donald Margeson, Nancy Hanssman, Jolanda Fannin in honor of Jim and Minxie Fannin, Douglas and Mary Nelson, Boduch Family, Daniel J. Brown, Nancy Hammond, Diane Schaefer in memory of Elisha Biard, two anonymous donations, and Geno's Chowder and Sandwich Shop with amounts as presented in the attached memorandum)

17. City Manager's Informational Items

A. *Pease Development Authority Board Meeting Update

B. *Upcoming Mechanic Street Pump Station Feasability Study Public Input Meeting

C. Report Back on Parking Ecosystem (Downtown Workforce, RAPP, Parrott Avenue, Parrott Avenue Lot, ParkMobile Fees and Locations of Free Parking) Final Parking Report Back for CC 9.14.26.pdf 160

D. *Next Portsmouth Room Art Exhibit

18. Miscellaneous Business Including Business Remaining Unfinished At Previous Meeting

19. Adjournment (At 10:30 pm or earlier)

*Indicates verbal report with no attachments

Sally A. Kellar
City Clerk

MEETING MINUTES AND ACTIONS OF THE PORTSMOUTH CITY COUNCIL August 17, 2026, 7:00 PM MUNICIPAL COMPLEX, 1 JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE

Mayor McEachern called the meeting to order at 7:15 pm.

A Non-Public Session was held in Conference Room A in accordance with RSA 91-A:3, II (a).

Assistant Mayor Kelley moved to leave the non-public session and seal the minutes. Seconded by Councilor Bagley. Motion passed unanimously.

1. Roll Call

Present: Mayor McEachern, Assistant Mayor Kelley, Councilors Cook, , Blalock, Bagley, Moreau, Flynn, and Hopkins.

Absent: Councilor Tabor

2. Pledge of Allegiance

Mayor McEachern asked the Portsmouth Little League Team to lead the Pledge of Allegiance.

3. Acceptance of Minutes

Minutes and Actions of August 3, 2026, City Council Meeting

Assistant Mayor Kelley moved to accept and approve the minutes of the August 3, 2026, City Council meeting. Seconded by Councilor Cook. Motion passed unanimously.

4. Recognitions and Volunteer Committee Reports

A. Proclamation – National Service Dog Month

Mayor McEachern proclaimed September as National Service Dog Month in the City of Portsmouth. Brendan Madden thanked the Mayor and Council for this proclamation. The Mayor thanked Brendan for his service dog advocacy.

B. Recognition – Portsmouth Little League

Mayor McEachern recognized the Portsmouth Little League as the 2026 NH Little League Champions. This is Portsmouth Little League's first championship since 2010. He presented the players with City of the Open Door doorstops.

DRAFT

5. Public Comment Session

Assistant Mayor Kelley made a motion to suspend the rules and continue public comment from the work session. Seconded by Councilor Cook. Motion passed unanimously.

There were 12 speakers:

Tyler Garzo mentioned the real pressure is visitors. Suggested a park and ride at the Pease Lot. Alternatives need to be ready now and the rate increase should go towards these initiatives

Margot Doering thanked the Council for the Service Dog proclamation. She supports the efforts of the Parking Ecosystem study. She would like this situation considered holistically – walkability, public transit, ride share, alternatives to parking and more parking garages. It takes less than 10 minutes to walk downtown.

Evie Summermatter feels the workforce parking program needs revisions. She and many of her employees commute into Portsmouth. RAPP undermines small business owners.

Justin Richardson gave his perspective about parking. Make parking easy and affordable for everyone.

Buzz Sherr spoke about FLOCK and license plate readers. He would like the Council to wait to see what is going to happen in the legislature and to allow the Police Commission to meet on this matter.

David Hansen spoke about workforce parking at the Foundry Garage and would like to see the 10-hour limit extended to 14 hours.

Penny Dreadful is a Portsmouth business owner. It is hard to get workforce into the city when there is no parking for them. Parking is expensive in Portsmouth for visitors. The sidewalks are not walkable in the winter. They have lost spots in front of Fezziwigs.

Colin Scholler spoke about COAST. Parking is based on supply and demand and there is a higher personal cost associated with it. The intention of a parking program is to make parking available for those who need it.

Jared Parker would like parking to be looked at as a workforce issue rather than a revenue issue. The workforce can support local businesses, but they cannot afford it. The Foundry garage can be a far walk, especially in the winter.

Moira Wright explained Portsmouth is a special place. She would like to see parking pressure off taken away from the workforce, businesses and residents. Put the money back into the people that work and live here.

Kelsey Wilson wanted to mention the privately owned lots. Is there a way to consider arrangements for workforce parking after business hours to offer up some sort of solution?

Nissa Bagelman would like to see discounted rates for the workforce parking.

6. Public Hearings and Vote on Ordinances and/or Resolutions

A. First Reading to Amend Chapter 10, ZONING ORDINANCE, Article 2 – Administration and Enforcement, Section 10.234 – Procedures for Variances, Special Exceptions and Appeals from Decisions of the Code Official; Section 10.246 Expiration and Abandonment of Approvals and Section 10.1017.70 Expiration and Extension

Councilor Flynn moved to pass first reading and schedule a public hearing and second reading for September 14, 2026. Seconded by Councilor Blalock. Motion passed unanimously.

B. First Reading Amending Chapter 7, Vehicles, Traffic and Parking, Article III, Traffic Ordinance, Section 7.330 A, No Parking, and Section 7.336 A, One-Way Streets (Fleet Street Section 1 Reconstruction)

Councilor Bagley explained, with the reconfiguration of Fleet Street, it makes more sense to move the parking spaces on Fleet Street. Councilor Hopkins mentioned it is also a safety issue. Mayor McEachern explained outdoor dining on the street will be affected. Councilor Bagley gave alternative options. He is worried about public pushbacks to a contraflow bike lane. Councilor Cook feels we are gaining a benefit for larger sidewalks. Councilor Hopkins explained the benefits of a counter flow bike lane.

Councilor Bagley moved to pass first reading and schedule a public hearing and second reading at the September 14, 2026, City Council meeting regarding an amendment to CHAPTER 7, VEHICLES, TRAFFIC AND PARKING, ARTICLE III, TRAFFIC ORDINANCE, Section 7.330 A, No Parking, which will move the parking spaces from the west to the east side of Fleet Street as presented. Seconded by Councilor Moreau. Motion passed unanimously.

And

Councilor Bagley moved to pass first reading and schedule a public hearing and second reading at the September 14, 2026, City Council meeting regarding an amendment to CHAPTER 7, VEHICLES, TRAFFIC AND PARKING, ARTICLE III, TRAFFIC ORDINANCE, Section 7.336 A, One-Way Streets, changing Fleet Street to one-way from Congress Street to Hanover Street as presented. Seconded by Councilor Moreau. Motion passed unanimously.

C. Public Hearing and Second Reading of the Annual Omnibus Ordinance, Amending Chapter 7, VEHICLES, TRAFFIC and PARKING, Article III, TRAFFIC ORDINANCE, Section 7.326 A, Limited Parking – Fifteen Minutes, Section 7.330 A, No Parking, and Article VI, LOADING ZONES, Section 7.601, Limited Hours Loading Zones

Eric Eby, Traffic Engineer, gave a presentation to explain the amendment and

the parking spaces under consideration. Councilor Cook asked if other parking spaces have been asked to be removed. Mayor McEachern and Councilors Cook and Bagley contributed to the discussion. Questions were asked regarding state laws regarding the amount of clearance needed for parking spaces.

There were no comments during Public Hearing.

Councilor Hopkins moved to pass second reading of the Annual Omnibus Ordinance amending Chapter 7, VEHICLES, TRAFFIC and PARKING, Article III, TRAFFIC ORDINANCE, Section 7.326 A, Limited Parking – Fifteen Minutes, Section 7.330 A, No Parking, and Article VI, LOADING ZONES, Section 7.601, Limited Hours Loading Zones and schedule third reading at the September 14, 2026, City Council meeting. Seconded by Councilor Flynn. Motion Passed unanimously.

Councilor Bagley moved to suspend the rules to bring forth third and final reading of the Annual Omnibus Ordinance amending Chapter 7, VEHICLES, TRAFFIC and PARKING, Article III, TRAFFIC ORDINANCE, Section 7.326 A, Limited Parking – Fifteen Minutes, Section 7.330 A, No Parking, and Article VI, LOADING ZONES, Section 7.601, Limited Hours Loading Zones. Seconded by Councilor Cook. Motion passed 7-0. (Assistant Mayor Kelley absent)

Councilor Bagley moved to pass third and final reading of the Annual Omnibus Ordinance amending Chapter 7, VEHICLES, TRAFFIC and PARKING, Article III, TRAFFIC ORDINANCE, Section 7.326 A, Limited Parking – Fifteen Minutes, Section 7.330 A, No Parking, and Article VI, LOADING ZONES, Section 7.601, Limited Hours Loading Zones. Seconded by Councilor Moreau. Motion passed 7-0. (Assistant Mayor Kelley stepped out)

D. Third and Final Reading of Ordinance Amendment to Chapter 12, Building Code, Section 1201 through 1209, by deleting and replacing the entire Chapter

Councilor Blalock moved to pass third and final reading of the Amendment to Chapter 12, Building Code, Section 1201 through 1209, as presented. Seconded by Councilor Cook. Motion passed 7-0. (Assistant Mayor Kelley absent)

E. Public Hearing continued from August 3, 2026, meeting to set parking fees for on-street and lot parking for FY 2027: $3 per hour for first 3 hours and $6 per hour thereafter pursuant to Chapter 1, Administrative Code, Article XVI, Adoption of Fees, Section 1.1601, Procedure

Councilor Hopkins moved to set parking fees for on-street and lot parking for FY2027: $3 per hour for the first 3 hours and $6 per hour thereafter pursuant to Chapter 1, Administrative Code, Article XVI, Adoption of Fees, Section 1.1601, Procedure. Seconded by

Councilor Blalock for discussion.

PUBLIC HEARING

Sue Sterry asked if this would change the resident rate. She asked if there was a study done on raising the rates. Councilor Bagley explained how rates are raised. The best practice is on-street should always be the highest because it is the most desirable.

DISCUSSION

There was extensive discussion among all Councilors regarding:

- Clear signage
- Making sure workforce parking is not negatively impacted
- Pricing structure – street parking rates vs. garage parking rates
- Implementation Timeline

Assistant Mayor Kelley and Councilors Cook and Blalock feel we need more time before a decision is made. Assistant Mayor Kelley would like data from the Parking Work Session to help with reconsideration of this motion.

City Manager Conard suggested a report back at the September 14, 2026, City Council Meeting.

The gavel was passed to Assistant Mayor Kelley. Mayor McEachern feels we need more time to discuss this motion. He understands the need to change the parking rate, however a better plan to include workforce parking should be considered. There needs to be a better plan regarding Parking Funds collected.

Councilor Hopkins moved to set parking fees for on-street and lot parking for FY2027: $3 per hour for the first 3 hours and $6 per hour thereafter pursuant to Chapter 1, Administrative Code, Article XVI, Adoption of Fees, Section 1.1601, Procedure. Seconded by Councilor Blalock. A Roll call vote was taken.

Assistant Mayor Kelley - NO
Councilor Cook - NO
Councilor Blalock - NO
Councilor Bagley - YES
Councilor Moreau - YES
Councilor Flynn - NO
Councilor Hopkins - YES
Mayor McEachern - NO

Motion failed 3-5.

Assistant Mayor Kelley made a motion to reconsider at the September 14, 2026 City Council Meeting. Seconded by Councilor Cook. Motion passed 6-2. Councilors Bagley and Moreau voted in opposition.

A short recess was taken at 9:40 p.m.

7. City Manager's Items Which Require Action

A. *Request for Rolling Stock Work Session

Councilor Hopkins would like to discuss biofuels.

Councilor Bagley moved to schedule a Rolling Stock Work Session at 6:00 p.m. on October 26, 2026. Seconded by Councilor Moreau. Motion passed unanimously.

B. Rescission of City Council Policy No. 2018-02 – License Fee for Encumbrance of City Property

Councilor Flynn moved to rescind City Council Policy No. 2018-02 - License Fee for Encumbrance of City Property. Seconded by Councilor Hopkins. Motion passed unanimously.

C. Request for First Reading of Amendment to Chapter 1, Administrative Code, Article III, Boards, Section 1.302 (D), Appointments, Tenure, and Removal

Assistant Mayor Kelley moved to schedule first reading of Amendment to Chapter 1, Administrative Code, Article III, Boards, Section 1.302 (D), Appointments, Tenure, and Removal at the September 14, 2026, City Council Meeting. Seconded by Councilor Cook. Motion passed unanimously.

D. *Polling Hours for NH State Primary and General Election

Councilor Hopkins moved to set the polling hours for the NH State Primary Election on September 8, 2026, and the NH General Election on November 3, 2026, from 8:00 a.m. to 7:00 p.m. Seconded by Councilor Blalock. Motion passed unanimously.

E. Approval of Custodial Supervisors Tentative Agreement

Councilor Bagley moved to approve the proposed Custodial Supervisors Tentative Agreement as presented. Seconded by Councilor Moreau. Motion passed unanimously.

F. Approval of the AFSCME 1386A Tentative Agreement

Councilor Flynn moved to approve the proposed AFSCME 1386A Tentative Agreement as presented. Seconded by Councilor Hopkins. Motion passed unanimously.

G. Donation of Memorial Bench at Bohenko Gateway Park in Honor of Sue Werner Thoresen

Assistant Mayor Kelley moved to request the City Council accept a ten-thousand-dollar ($10,000.00) donation to the City from Bob Thoresen to be used toward the

bench; and vote to accept any additional financial contribution toward the bench from Bob Thoresen, the Thoresen family, or other private donor(s). Seconded by Councilor Cook. Motion passed unanimously.

And

Assistant Mayor Kelley moved to authorize and direct the Trustees of Trust Funds to disburse such sums from the City of Portsmouth Public Art Trust as directed and certified by the City Manager that such funds are needed to complete the design, fabrication and installation of the sculptural memorial bench to be installed in Bohenko Park not otherwise paid by private donations. Such sums may include, without limitation, payments due or obligations satisfied under a contract with Sijia Chen and any incidentals that might fall outside of said contract. Funds shall come from the Capital Improvement Program contributions to the Public Art Trust. No further approval of the City Council is required. Seconded by Councilor Cook. Motion passed unanimously.

Councilor Blalock spoke in favor of these motions.

8. **Consent Agenda**

A. Active City Encumbrances

B. Seacoast Rotary Club Event Request – Turkey Trot Race

C. Lieutenant Dan Band Event

Councilor Moreau moved to adopt the Consent Agenda as presented. Seconded by Councilor Blalock. Motion passed unanimously.

9. **Presentations and Written Communications**

A. CIP Kickoff Presentation by Nathan Lunney, Deputy City Manager – Finance & Administration

Councilor Blalock asked if the CIP subcommittee will be able to see citizen requests in advance of meeting? Answer: Yes

Councilor Hopkins asked what a citizen CIP request requires. Answer: The portal is very intuitive.

Councilor Cook encouraged residents to submit CIP requests if they consider something that needs to be improved.

B. Email Correspondence

Councilor Bagley moved to accept and place on file. Seconded by Councilor Moreau. Motion passed unanimously.

10. **Mayor McEachern**

A. Appointments to be Considered

- Appointment of John (Jack) Holzman to the Zoning Board of Adjustment

B. Appointments to be Voted

- Appointment of Wendi Alip to the Sustainability Committee

Councilor Flynn moved to appoint Wendi Alip to the Sustainability Committee. Seconded by Councilor Hopkins. Motion passed unanimously.

11. City Council Members

A. Councilor Cook

- Legislative Subcommittees Report Back regarding its Recommendations to Council to Approve NHMA's 2027-2028 Proposed Legislative Policies and Principles

Councilor Cook moved to approve NHMA's 2027-2028 Proposed Legislative Policies and Principles as recommended by the Legislative Subcommittee. Seconded by Assistant Mayor Kelley. Motion passed unanimously.

B. Councilor Bagley

- Automated License Plate Reader Systems

City Attorney Morrell mentioned that the Police Commission has concerns. She explained that there are strict State policies regarding the use of these devices. In NH, these devices cannot be used legally outside of law enforcement. She also explained the applicability of Council authority, City charter, and State laws. There are many issues at-play and the Police Commission would like to weigh in. A discussion ensued among the Councilors. Assistant Mayor Kelley would like a report about everything the City Attorney outlined before any consideration is made.

Councilor Bagley moved to direct the City Attorney to review the attached proposed ordinance language regarding automated license plate reader systems, and to return a final draft ordinance to the City Council for first reading. Seconded by Assistant Mayor Kelley. Motion passed unanimously.

Councilor Blalock moved to go past 10:30 p.m. Seconded by Councilor Moreau. Motion passed unanimously.

C. Councilor Hopkins

- Parking & Traffic Safety Committee Action Sheet and Minutes of August 6, 2026 Meeting

Councilor Hopkins moved to approve and accept the action sheet and minutes of August 6, 2026, Parking & Traffic Safety Committee Meeting. Seconded by Assistant Mayor Kelley. Motion passed unanimously.

12. City Manager's Informational Items

A. *Report Back on Encumbrance Permits

13. Adjournment

Councilor Moreau moved to adjourn the meeting at 10:37 pm. Seconded by Councilor Bagley. Motion passed unanimously.

*Indicates verbal report with no attachments

Prepared by:

Sally A. Kellar
City Clerk

Approved by the City Council

Date: _____

The Portsmouth City Council meeting of August 3, 2026, can be viewed in its entirety on the City of Portsmouth YouTube Channel.

The Council Chambers
City Hall
Portsmouth, New Hampshire

A Proclamation

Whereas: It is fun to explore and discover new things that are exciting; and

Whereas: Trying new things allows you to love something you never knew existed; and

Whereas: You don't always need to stick with it, but at least you learned something new; and

Whereas: It is important for everyone to try something new but especially our elementary school students.

Now, therefore, I, Ainsely Bennett, Mayor of the City of Portsmouth, on behalf of the members of the City Council and the citizens of Portsmouth, do hereby proclaim

Try New Things Day in Portsmouth

and call upon the community to host a Try New Things Day on the first Friday of September at all the elementary schools.

Given with my hand and the
Seal of the City of Portsmouth,
on this 17th day of August 2026.

Ainsley B.B

Ainsley Bennett, Mayor of Portsmouth

The Council Chambers
City Hall
Portsmouth, New Hampshire

A Proclamation

Whereas: The Substance Abuse and Mental Health Services Administration has designated **Stronger Together: Connect. Support. Prevent.** as its 2026 theme for National Suicide Prevention Month, a reminder that preventing suicide depends on the relationships we build and the support we offer one another; and

Whereas: We know that suicide is preventable. Although suicide is complex and influenced by many interconnected factors, hope and resilience grow when people feel heard, especially in their darkest moments. A simple check-in, conversation, shared story, or helpful resource can make someone feel less alone; and

Whereas: Suicide prevention is not a single moment. It takes knowledge, compassion, and care over time. It takes recognizing warning signs and making help easy to find. When someone is having suicidal thoughts, connection, careful planning, and follow-up care can help keep them safe; and

Whereas: Suicide prevention works best close to home and over time. It works best in small-group conversations with peers and professionals, with people with lived experience speaking openly to reduce stigma and build the kind of trust that leads to lasting healing and recovery.

Now, therefore, I, Deaglan McEachern, Mayor of the City of Portsmouth, on behalf of the members of the City Council and the citizens of Portsmouth, do hereby proclaim September as

Suicide Prevention Awareness Month

and ask everyone in Portsmouth to check in on the people around them and remember that help is available through the 988 Suicide & Crisis Lifeline for anyone affected by suicide, which is one of the leading causes of death in this country.



Given with my hand and the
Seal of the City of Portsmouth
on this 14th day of September 2026

Deaglan McEachern, Mayor of Portsmouth

The Council Chambers
City Hall
Portsmouth, New Hampshire
A Proclamation

Whereas: Direct Support Professionals are essential to the physical, mental and emotional well-being of New Hampshire residents living with disabilities, and their dedication to caring for others reflects the true meaning of community; and

Whereas: Direct Support Professionals, direct care workers, personal assistants, and In-Home Care Providers are the primary providers of publicly funded long-term support and services for individuals with disabilities in Portsmouth; and

Whereas: Direct Support Professionals assist New Hampshire citizens with disabilities in leading independent lives and are dedicated to developing close and trusted relationships with individuals, their families, and their community to provide a broad range of daily living support; and

Whereas: Direct Support Professionals' devoted commitment enriches lives by enabling residents impacted by disabilities to participate in civic life and by strengthening communities through the inclusion of people with disabilities; and

Whereas: 2026 marks 19 years of celebrating Direct Support Professionals' contributions to improving the lives of those they support and the communities they enrich;

Now, therefore, I, Deaglan McEachern, Mayor of the City of Portsmouth, on behalf of the members of the City Council and the citizens of Portsmouth, do hereby proclaim September 13-19, 2026

Direct Support Professionals' Appreciation Week

and encourage everyone in Portsmouth to show appreciation for Direct Support Professionals and support efforts that recognize the value of their work in helping people with disabilities live full and connected lives.



Given with my hand and the
Seal of the City of Portsmouth,
on this 14th day of September 2026

Deaglan McEachern, Mayor of Portsmouth

ORDINANCE #

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 1, Article III, Section 1.302 (D) – **Appointments, Tenure and Removal** of the Ordinances of the City of Portsmouth be amended as follows (deletions from existing language **stricken**; additions to existing language **bolded**; remaining language unchanged from existing):

Section l.302: APPOINTMENTS, TENURE AND REMOVAL

A. All appointees to Boards shall serve for the term appointed or until a successor shall have been appointed and qualified. Appointments for unexpired terms shall be for the remainder of that term or until a successor shall have been appointed and qualified.

B. At the first meeting of the Board, Commission, or Authority in January of each year, the committee shall elect a Chair, unless a procedure is otherwise specified in the enabling section of the ordinance. Records of attendance shall be kept by the Chair of Boards and Commissions appointed by the City Council. The attendance records of Boards and Commissions shall be reported to the City Council on an annual basis. If a member notifies the Chair of the Board or Commission prior to a meeting that he/she/they will not be able to attend the meeting due to sickness, vacation or out of town business travel, such absence will be considered an excused absence and so noted in the minutes of the meeting and the attendance sent to the Council. The City Council shall declare vacant the office of any member who has unexcused absences from more than one-third of the regularly scheduled meetings of the board or commission in any calendar year.

C. In the case of appointees who must be removed pursuant to State Statute, the Chair of the Board or Commission shall notify the City Council in writing of any members in violation of the previous paragraph and such violation may be found by the City Council to be neglect of duty and may be grounds for dismissal.

~~D. Every member of a board, commission or committee of the City, whose term is to expire, shall receive a notice from the City Clerk sixty (60) days prior to the expiration of his or her term. A copy of the notice shall be sent to the City Council. Public notice of the upcoming vacancy shall be advertised in the local newspaper.~~

D. The City Clerk shall provide reasonable notice to board, commission and committee members of upcoming expiring terms. The City Clerk shall provide reasonable notice to the public of existing vacancies and expiring terms through the City's website or other municipal communication tools that are or may become available.

E. Eligibility for appointment to Municipal Boards shall be limited to residents of the City of Portsmouth. Any individual who is a resident of the City at the time of appointment to a Municipal Board shall become ineligible to remain on that Municipal Board in the event that the individual shall discontinue residency in the City. (Adopted 9/22/97)

The City Clerk shall properly alphabetize and/or re-number the ordinances as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

This ordinance shall take effect upon its passage.

APPROVED:

_____

Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

_____

Sally Kellar, City Clerk

ORDINANCE #0 -26
THE CITY OF PORTSMOUTH ORDAINS

That Chapter 10, ZONING ORDINANCE, be amended by removing most parking regulations from the Zoning Ordinance to the Site Plan Review Regulations (except one and two-family dwellings) by amending: Article 2, ADMINISTRATION AND ENFORCEMENT, Section 10.240, Conditional Use Permits; Article 5A, CHARACTER-BASED ZONING, Section 10.5A44, Off-Street Parking and Loading Requirements, Section 10.5A44.20, Number of Required Spaces; Article 5B, GATEWAY NEIGHBORHOOD MIXED USE DISTRICTS, Section 10.5B80, Parking and Loading Requirements and Standards, Section 10.5B82, Number of Required Spaces, Section 10.5B83, Location of Motor Vehicle Parking Facilities; Article 6, OVERLAY DISTRICTS, Section 10.685, Parking; Article 8, SUPPLEMENTAL STANDARDS, Section 10.815.30, Parking Requirements; Article 11, SITE DEVELOPMENT STANDARDS, Section 10.1110, Off-Street Parking, Section 10.1112, Number of Required Spaces, Section 10.1113, Location of Vehicular Use Facilities, Section 10.1114, Design of Off-Street Parking Facilities, Section 10.1115, Off-Street Parking Provisions in the Downtown Overlay District, Section 10.1116, Bicycle Parking and Section 10.1120, Off-Street Loading, be amended as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

ARTICLE 2 ADMINISTRATION AND ENFORCEMENT

Section 10.240 Conditional Use Permits

10.241 General

10.241.10 A conditional **use** is a use of land or **building**s within a zoning district that may be authorized by this Ordinance subject to additional requirements. A conditional use permit allows the Planning Board or other such or person as may have jurisdiction to consider **use**s which may be desirable or appropriate in particular cases, but which are not allowed as a matter of right within a zoning district.

10.241.20 This Ordinance authorizes the following general types of conditional **use** permits:

10.241.21 Conditional **use** approval is required for any **use** designated "CU" in Section 10.440 – Table of Uses.

10.241.22 Conditional **use** approval is required for most **use**s, activities and alterations in a **wetland** or **wetland buffer** (Article 10, Section 10.1010 – Wetlands Protection).

10.241.23 Conditional **use** approval may be granted to allow flexibility of site or **building** design where specifically authorized by

the Ordinance but not listed in Section 10.440. These include the following provisions:

(a) Character Districts (Article 5A)
- Increase in allowed **building** footprint subject to specified **development** standards;
- Provision of required **community space** on a different **lot** than the **development**;
- Crediting or assignment of excess **community space** in an Incentive Overlay District.

(b) Gateway Districts (Article 5B)
- More than 24 **dwelling unit**s in a **building**;
- More than one **principal building** or building type on a **development** site;
- Increased housing density, **building height**, or footprint.

~~(c) Off-Street Parking (Article 11)~~
- ~~Less than the minimum number of required spaces or more than the maximum number of allowed spaces;~~
- ~~Shared parking.~~

(c~~d~~)Highway Noise Overlay District (Article 6)
- **Noise sensitive land uses**

ARTICLE 5A CHARACTER-BASED ZONING

10.5A44 Off-Street Parking and Loading Requirements

10.5A44.10 General

10.5A44.11 ~~Except as otherwise provided in this Section, all **building**s, **structure**s and **use**s in the Character districts and Civic districts shall comply with the **off-street parking** requirements set forth in Section 10.1110.~~ The number of required parking spaces shall be provided in accordance with the Site Plan Review Regulations.

10.5A44.12 **Building**s, **structure**s and **use**s in the Character districts and Civic districts that are also within the Downtown Overlay District shall comply with the additional standards in Section 10.643.

10.5A44.20 Number of Required Spaces

10.5A44.21 **Use**s in the Character districts and Civic districts that are not located in the Downtown Overlay District shall provide **off-street parking** in accordance with the Site Plan Review Regulations ~~Section 10.1112~~.

10.5A44.22 **Use**s in the Character districts and Civic districts that are included in the Downtown Overlay District shall comply with the **off-street parking** requirements for the Downtown Overlay District in accordance with the Site Plan Review Regulations ~~Section 10.1115~~.

10.5A44.23 Subject to approval by the Planning Board, any portion of the required **off-street parking** spaces may be dedicated to public use.

ARTICLE 5B GATEWAY NEIGHBORHOOD MIXED USE DISTRICTS

Section 10.5B80 Parking and Loading Requirements and Standards

10.5B81 General

10.5B81.10 ~~Except as otherwise provided in this Section, all **building**s, **structure**s, uses, and **development site**s in the Gateway Neighborhood Mixed Use Districts shall comply with the **off-street parking** and loading requirements set forth in Section 10.1110 and Section 10.1120.~~ Required parking shall be provided in accordance with the Site Plan Review Regulations.

10.5B82 Number of Required Spaces

10.5B82.10 Uses in the Gateway Neighborhood Mixed Use Districts shall provide **off-street parking** in accordance with the Site Plan Review Regulations, ~~Section 10.1112~~, except as follows:

a) For **development**s located on a public transit route with year-round, 5-days-per-week, fixed-route service and where at least 50% of the **building**(s) are within ¼ mile of a transit stop, the minimum **off-street parking** required for motor vehicles shall be reduced by 20% of the total required for all **use**s.

10.5B83 Location of Motor Vehicle Parking Facilities

10.5B83.10 Required **off-street parking** spaces shall not be located between a **principal building** and a **street** or within any required perimeter buffer area.

10.5B83.20 **Development site**s that include multiple **lot**s shall not be subject to ~~the requirements of 10.1113.10~~ requiring **off-street parking** spaces to be located on the same **lot** as the principal **use**. **Off-street parking** spaces shall be located within the same **development site** for the principal **use** they are intended to serve.

ARTICLE 6 OVERLAY DISTRICTS

10.685 Parking

In the GNOD, the shared parking provisions of Section 4.4 of the Site Plan Review Regulations ~~10.1112.62~~ shall apply, and shared parking shall be permitted on separate **lot**s, whether in common ownership or separate ownership ~~without the requirement of a conditional use permit~~. The provisions of Section 4.6 ~~10.1113~~ of the Site Plan Review Regulations (Location of Vehicular Use Facilities) shall not apply to a GNOD **development**.

ARTICLE 8 SUPPLEMENTAL USE STANDARDS

~~10.815.30 Parking Requirements~~

~~10.815.31 Motor vehicle parking shall be required for **Coliving Facilitie**s as follows:~~

~~1. If any part of the **Coliving Facility** is located within 600 feet (approximately a 2.5-minute walk) of a public parking garage, No parking required.~~

~~2. If no part of the **Coliving Facility** is located within 600 feet (approximately a 2.5-minute walk) of a public parking garage,~~

~~off-street parking is required at the rate of 1 space per every 4 **Coliving Unit**s.~~

ARTICLE 11 SITE DEVELOPMENT STANDARDS

Section 10.1110 Off-Street Parking

10.1111 General

10.1111.10 The purpose of this Article, as amended, is to (a) retain off-street parking requirements for single-family and two-family dwellings; (b) delegate all other off-street parking requirements to the Site Plan Review Regulations. ~~The purposes of Section 10.1110 are to manage parking supply to serve development needs without compromising community character or contributing to increased housing development costs. These purposes will be achieved by calibrating **off-street parking** requirements to demands, promoting shared parking arrangements for complementary uses, and providing for flexibility in the administration of **off-street parking** standards.~~

10.1111.20 All new **building**s and **structure**s, as well as additions to or changes in **use** or intensification of **use** in existing **building**s and **structure**s, shall be provided with **off-street parking** spaces in accordance with this Section.

10.1111.30 A **use** that is **nonconforming** as to the requirements for **off-street parking** shall not be enlarged or altered unless **off-street parking** is provided for the original **building**, **structure** or **use**s and all expansions, intensifications or additions sufficient to satisfy the requirements of this Section.

10.1111.40 For all other uses including multifamily, nonresidential, and mixed-use development, or a change of use, the number of required off-street parking spaces and all related provisions (including shared/off-site parking, reserve parking, bicycle parking, and electric-vehicle parking) are established and administered under the Site Plan Review Regulations.

10.1112 Number of Required Parking Spaces

~~**10.1112.10 General Requirements and Interpretation**~~

~~10.1112.11 The number of required **off-street parking** spaces shall be based on the **use**s on the **lot**, as specified in Section 10.1112.30.~~

~~10.1112.12 For any permitted **use** not covered by Section 10.1112.30, the **Code Official** shall determine the closest similar **use** listed in that table and require **off-street parking** accordingly.~~

~~10.1112.13 Specially designated parking spaces for the physically disabled shall be provided in compliance with the **Building Code** (see **International Building Code**, Section 1106).~~

10.1112.14 The Planning Board may grant a conditional use permit to allow a **building** or **use** to provide less than the minimum number of **off-street parking** spaces required by Section 10.1112.30, Section 10.1112.61 or Section 10.1115.20, as applicable, or to exceed the maximum number of **off-street parking** spaces allowed by Section 10.1112.51.

10.1112.141 An application for a conditional use permit under this section shall include a parking demand analysis, which shall be reviewed by the City's Technical Advisory Committee prior to submission to the Planning Board, demonstrating that the proposed number of **off-street parking spaces** is sufficient for the proposed **use**.

10.1112.142 An application for a conditional use permit under this section shall identify permanent evidence-based measures to reduce parking demand, including but not limited to provision of rideshare/microtransit services or bikeshare station(s) servicing the property, proximity to public transit, car/van pool incentives, alternative transit subsidies, provisions for teleworking, and shared parking on a separate **lot** subject to the requirements of 10.1112.62.

10.1112.143 The Planning Board may grant a conditional use permit only if it finds that the number of **off-street parking** spaces required or allowed by the permit will be adequate and appropriate for the proposed **use** of the property. In making this determination, the Board may accept, modify or reject the findings of the applicant's parking demand analysis.

10.1112.144 At its discretion, the Planning Board may require more **off-street parking** spaces than the minimum number requested by the applicant, or may allow fewer spaces than the maximum number requested by the applicant.

10.1112.20 Calculation of Number of Required Spaces

10.1112.21 The number of required **off-street parking** spaces shall be the sum of the requirements for the various individual **use**s on a **lot** computed separately.

10.1112.22 Where the computation of required **off-street parking** spaces results in a fractional number, the computation shall be rounded up to the next whole number.

10.1112.23 Parking spaces occupied by **EV** chargers and supporting equipment may count towards minimum parking requirements.

10.1112.1030 Off-Street Parking Requirements

~~*10.1112.31 Parking Requirements for Residential Uses*~~

~~10.1112.311~~ The required minimum number of **off-street parking** spaces for single- and two-family dwellings ~~**use**s 1.10 through 1.90, including **dwelling unit**s in mixed use developments~~, shall be based on the gross floor area of each **dwelling unit**, as follows:

Dwelling Unit Floor Area	Required Parking Spaces
500 Sq. ft. or less	0.5 spaces per unit
Over 500 sq. ft.	1.0 space per unit

~~10.1112.312 In addition to the **off-street parking** spaces provided in accordance with Sec. 10.1112.311, any **dwelling** or group of **dwelling**s on a **lot** containing more than 4 **dwelling unit**s shall provide one visitor parking space for every 5 **dwelling unit**s or portion thereof.~~

~~10.1112.20 **Parking Compliance for Change of Use**~~

~~Any change of use that does not require Site Plan Review shall be subject to the following:~~

~~a) comply with the parking requirements in the Site Plan Review Regulations.~~

~~b) The Planning Director may require submission of documentation, including a parking plan or existing and proposed parking counts, sufficient to demonstrate compliance.~~

~~A change of use shall not create a new nonconformity or increase an existing nonconformity related to parking.~~

~~*10.1112.32 Parking Requirements for Nonresidential Uses*~~

~~10.1112.321 The required minimum number of **off-street parking** spaces for **use**s other than 1.10 through 1.90 shall be based on the following table.~~

~~**Table of Minimum Off-Street Parking Requirements for Nonresidential Uses**~~

~~Use No.~~	~~Use~~	~~Requirement~~
~~**2. Institutional Residence or Care Facilities**~~		
~~2.10 2.20~~	~~**Assisted living facility** or **Residential care facility**~~	~~0.5 per bed or resident~~
~~**3. Educational, Religious, Charitable, Cultural and Public Uses**~~		
~~3.10~~	~~**Place of assembly**~~	~~0.4 per seat (fixed seating), or 1 per 4 persons **maximum occupancy** of assembly area, or Parking demand analysis~~
~~3.20~~	~~School~~	~~Parking demand analysis~~
~~3.30~~	~~**Historic preservation building**~~	~~No requirement~~

Use No.	Use	Requirement
3.40	**Museum**	Parking demand analysis
3.50	**Performance facility**	0.4 per seat (fixed seating), or Parking demand analysis
3.60	Cemetery	No requirement
3.70	**Club, fraternal or service organization**	Greater of: - 1 per 4 persons **maximum occupancy** - 1 per 200 sf GFA
3.80	Municipally operated park and related activities	No requirement
4. Recreational Uses		
4.10	Religious, sectarian or private non-profit recreational use	Parking demand analysis
4.20	Cinema or similar indoor amusement **use** with no live performance	0.4 per seat, or Parking demand analysis
4.30	Indoor recreation **use**, such as bowling alley or arcade	1 per 4 persons **maximum occupancy**
4.40	Health club, yoga studio, martial arts school, or similar **use**	1 per 250 sf GFA
4.50	**Outdoor recreation use**	Parking demand analysis
4.60	**Amusement park**, **water park** or **theme park**	NA – Prohibited Use
5. Office Uses, Non-Medical		
5.10-5.30	Professional, business and financial services	1 per 350 sf GFA
5.40	**Social service campus**	Apply standards for component uses
5.50	Media studio	1 per 1,000 sf GFA
5.60	Publishing facility or similar electronic production operation	1 per 1,000 sf GFA
5.70	**Call Center**	1 per 250 sf GFA
6. Medical Services and Health Care		
6.10	**Hospital**	Parking demand analysis
6.20	**Medical office**s and **clinics** (outpatient only)	1 per 250 sf GFA
6.30	**Clinics** with inpatient care	Greater of: - 2 per bed - 1 per 250 sf GFA
6.40	Ambulatory surgical center	1 per 250 sf GFA

Use No.	Use	Requirement
6.50	**Substance abuse treatment facility**	Parking demand analysis
6.60	Psychiatric hospital for the criminally insane	NA – Prohibited Use
7. Services, Other Than Health Care		
7.11	**Family day care facility**	4 spaces (including 2 for the single-family dwelling)
7.12	**Group day care facility** including private preschool and kindergarten	0.5 per client or student based on licensed enrollment capacity
7.20-7.40	**Personal services**, Consumer services, and Trade, craft and general services	1 per 400 sf GFA
7.50-7.60	**Veterinary care** and Laundry and dry cleaning **establishment**s	1 per 500 sf GFA
7.70	Undertaking **establishment**, funeral parlor or mortuary chapel, excluding crematorium	1 per 25 sf of floor area for public occupancy
8. Retail Trade		
8.10-8.90	All retail trade uses	1 per 300 sf GFA
9. Eating and Drinking Places		
9.10-9.50	All eating and drinking places	1 per 100 sf GFA
10. Lodging Establishments		
10.10-10.20	**Boarding house** or **Bed and breakfast**	2 + 1 per room for rent
10.30-10.40	**Inn**, **hotel** or **motel**	1.25 per guest room + 1 per 100 sf of lounge or restaurant area + 1 per 25 sf of conference or banquet facilities
10.50-10.60	Conference **hotel** or Conference center	Parking demand analysis
11. Motor Vehicle-Related Uses		
11.10, 11.30	Sales, renting or leasing of vehicles, marine craft, power equipment, etc.	1 per 600 sf GFA + 1 per 2000 sf outside display or storage area
11.20	**Motor vehicle service station**, **motor vehicle repair** or washing facility for passenger cars and **light truck**s	2 + 1 per 400 sf GFA **EV fueling spaces A** and **B** may count towards minimum parking requirements.
11.40	**Impound lot** (principal or **accessory use**)	No requirement
11.50	**Truck fueling facility**	4 spaces
11.60	**Truck terminal**	1 per 2000 sf GFA +

Use No.	Use	Requirement
		3 per loading dock
12. Marine Craft Related Uses		
12.11	Non-commercial boat landings, boat docks, boathouses, etc.	No requirement
12.12	**Fishing boat landing 1**	4 spaces
12.13	**Fishing boat landing 2**	Parking demand analysis
12.20-12.40	**Marina**, repair of commercial marine craft and **marine-related structure**s, or **landside support facility** for **commercial passenger vessel**	Parking demand analysis
13. Wholesale Trade, Warehousing and Distribution		
13.10	**Wholesale use**	1 per 2000 sf GFA
13.20	**Wholesale sales** devoted to, and in the same **establishment** as, a permitted retail use	1 per 2000 sf area devoted to wholesale
13.30	Wholesale lumber yards, lumber and contractor sales	No requirement
13.40	Warehousing or distribution of non-flammable, non-hazardous materials, not classified as a **high hazard use**	1 per 2000 sf GFA
14. Industrial Uses		
14.10-14.20	**Light industry** or **Research and development**	1 per 500 sf GFA
14.30-14.50	**Food processing**, **Electronics manufacturing**, **General manufacturing**	1 per 1000 sf GFA
14.60	Biological or chemical laboratory	1 per 500 sf GFA
14.70	**Recycling facility** or **recycling plant**	No requirement
14.80	**High hazard use**, including other **use**s listed in this section but not including **use**s described in 14.90	Parking demand analysis
14.90	Storage (other than normal **accessory use**), processing, disposal, or transfer of petroleum, petrochemicals, natural gas and liquid petroleum products, coal, alcohol, wood pulp, solid or liquid waste, **junk** or hazardous waste as classified by Federal or State law	NA – Prohibited Use

Use No.	Use	Requirement
15. Transportation and Utilities		
15.10	Public or private transformer station, substation, pumping station or automatic telephone exchange, not including any **business office**, storage yard or storage **building**	No requirement
15.20	**Heliport** or **helipad**	No requirement
16. Wireless Telecommunications Facilities		
16.10-16.40	All wireless telecommunications facilities	No requirement
17. Agricultural Uses		
17.10-17.20	All agricultural use	No requirement
18. Temporary Uses		
18.10	**Construction trailer**	No requirement
18.20	**Temporary structure**	No requirement
18.30	**Manufactured housing** not on a foundation, as temporary replacement housing for a **dwelling** on the same **lot** destroyed by natural causes	2 spaces (single-family dwelling)
18.40	Carts or trailers, including outdoor display area, used for the seasonal sale of dry goods, Christmas trees, flowers, fruits, vegetables, seasonal products and prepared food	No requirement
19. Accessory Uses		
19.10	**Accessory use** to a permitted **principal use** (not otherwise specified in this section), but not including any **outdoor storage**	No requirement
19.20	**Home occupation**	No minimum requirement (maximum 1 space for the home occupation)
19.30	Concessions and services located within the **principal building**	No requirement
19.40	**Drive-through facility**, as **accessory use** to a permitted **principal use**	No requirement
20. Accessory Storage		
20.10 – 20.60	All accessory storage uses	No requirement

10.1112.322 Where the table lists a general **use** category without the subcategories, the parking ratio shall apply to all subcategories within that category (for example, the parking ratio shown for **use** number 2.10 applies to **use**s 2.11 and 2.22).

10.1112.323 Where the table indicates that the minimum required number of **off-street parking** spaces shall be based on a parking demand analysis, the applicant shall submit such analysis for review by the Planning Board. Where the table indicates that a parking demand analysis is an alternative to a specified ratio, the applicant may submit such analysis to justify a ratio different from that listed in the table. In either case, the Planning Board may approve the number of parking spaces proposed by the analysis, or may approve a greater or lesser minimum number of parking spaces based on its review.

10.1112.324 Where the minimum number of **off-street parking** spaces is based on **maximum occupancy**, the applicant shall submit a code analysis showing the occupant load for the proposed **use** determined in accordance with the Building Code.

10.1112.40 Reserve Parking Area

When Section 10.1112.30 requires the provision of 20 or more **off-street parking** spaces, the Planning Board may approve the construction of fewer **off-street parking** spaces than required, subject to the following:

10.1112.41 A "Reserve Parking Area" shall be designated that is sufficient to accommodate the difference between the number of spaces required and the lesser number actually provided.

10.1112.42 The site plan shall clearly delineate the Reserve Parking Area and shall demonstrate that it is sufficient to accommodate the additional parking spaces in accordance with the requirements of this Section.

10.1112.43 The Reserve Parking Area shall be landscaped with grass, ground covers and/or other plant materials, but shall not be counted toward any minimum **open space** requirement.

10.1112.44 The Reserve Parking Area shall not be used as snow storage area and shall not contain any **structure** or mechanical equipment.

10.1112.50 Maximum and Minimum Number of Parking Spaces

10.1112.51 The number of **off-street parking** spaces for any **building** or **use** shall not exceed the following amounts:

Minimum Number of Spaces Required by Section 10.1112.30	Maximum Number of Spaces Allowed
0-20	No maximum
21 or more	120 percent of minimum

10.1112.60 Shared Parking

10.1112.61 Methodology

Developments that contain a mix of uses on the same parcel shall reduce the number of **off-street parking** spaces in accordance with the following methodology:

(1) Determine the minimum number of **off-street parking** spaces for each land **use** within the development in accordance with Sections 10.1112.10 through 10.1112.50.

(2) Multiply the minimum parking requirement for each land use by the corresponding parking occupancy rates for each of the five time periods set forth in Columns (B) through (F) of the Parking Occupancy Rates table below.

Parking Occupancy Rates

(A) Land Use	Weekday		Weekend		
	(B) Daytime (8:00 AM - 5:00 PM)	(C) Evening (6:00 PM - Midnight)	(D) Daytime (8:00 AM - 5:00 PM)	(E) Evening (6:00 PM - Midnight)	(F) Nighttime (Midnight - 6:00 AM)
Residential	60%	100%	80%	100%	100%
Office/ Industrial	100%	20%	10%	5%	5%
Retail/Service	60%	90%	100%	70%	5%
Hotel/Motel	70%	100%	75%	100%	100%
Restaurant	70%	100%	80%	100%	10%
Entertainment	40%	100%	80%	100%	10%
Conference/ Convention	100%	100%	100%	100%	5%
Place of Worship*	10%	5%	100%	50%	5%
Other Institutional	100%	20%	10%	10%	5%

* For a religious use that holds its principal services on a weekday, the weekday and weekend ratios shall be reversed.

(3) Add the resulting shared parking requirements for each time period to determine the minimum parking requirement for that period.

The required minimum number of parking spaces for the development shall be the highest of the five time-period totals.

10.1112.62 Shared Parking on Separate Lots

The Planning Board may grant a conditional use permit to allow a reduction in the number of required **off-street parking** spaces for uses on separate **lot**s, whether in common or separate ownership, subject to the following:

(1) The shared parking requirement may be determined using the methodology in Section 10.1112.61, or by another method approved or required by the Planning Board.

(2) The shared parking arrangement shall be secured by a covenant acceptable to the City and recorded at the Rockingham County Registry of Deeds.

10.1113 Location of Vehicular Use Facilities

10.1113.10 Proximity to Principal Use

10.1113.11 All required **off-street parking** spaces shall be located on the same **lot** as the **principal use** they are required to serve except as follows:

10.1113.111 Required parking spaces may be located on a separate **lot** from the **principal use** which they serve where a municipally owned or operated covered parking facility is constructed as part of the overall **development**.

10.1113.112 The Board of Adjustment may authorize a special exception for the provision of required parking on another **lot** in the same ownership as the **lot** in question and within 300 feet of the property line of the **lot** in question.

10.1113.12 In no case shall parking be permitted within any Residential or Mixed Residential District other than that which is accessory to a **principal use** allowed within the district.

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10.1113.120 Location of Parking Facilities on a Lot

Required **off-street parking** spaces shall not may be located in any required front yard, or between a **principal building** and a **street** (including on a **corner lot**). This restriction shall not apply to required **off-street parking** for a **single-family dwelling** (including the combination of a **single-family dwelling** and an **accessory dwelling unit**) or **two-family dwelling**.

10.1113.30 Minimum Distance from Residential and Mixed Residential Zoning Districts

10.1113.31 **Off-street parking** areas, **accessway**s, maneuvering areas and traffic aisles serving **use**s in a Business or Industrial district shall be set back from all Residential and Mixed Residential districts as follows:

District	Minimum Distance from Residential or Mixed Residential District
B	50 feet
GB, GW	100 feet
I, OR, WI	100 feet

10.1113.32 **Off-street parking** areas, **accessway**s, maneuvering areas and traffic aisles serving a nonresidential **use** on a **lot** in a Mixed Residential district that abuts a Residential district shall be set back at least 10 feet from the

Residential district boundary and shall be screened in accordance with the screening standards of the Planning Board's Site Plan Review Regulations.

10.1113.40 Setback from Lot Lines

10.1113.41 **Off-street parking** areas, **accessway**s, maneuvering areas and traffic aisles serving **use**s in a Business or Industrial district shall be set back from **front lot line**s as follows:

District	Minimum Setback from **Front Lot Line**
B	20 feet
GB, GW	40 feet
I, OR, WI	50 feet

10.1113.42 In a Residential zoning district, **off-street parking** spaces for a **home occupation use**, including **family day care** and **group day care**, shall be set back at least 10 feet from side and rear property lines and shall be screened in accordance with the screening standards of the Planning Board's Site Plan Review Regulations.

10.1113.43 All required **setback**s of **off-street parking** areas from front property lines shall be landscaped in accordance with the **landscaping** and screening standards of the Planning Board's Site Plan Review Regulations.

10.1114 Design of Off-Street Parking Facilities

10.1114.10 Applicability

The provisions of this Section 10.1114 shall apply to all **off-street parking** facilities, whether in parking **structure**s or surface **lot**s, and whether or not the parking spaces are required or in excess of the requirements for a **use**, except as specifically exempted herein.

10.1114.20 Stall Layout

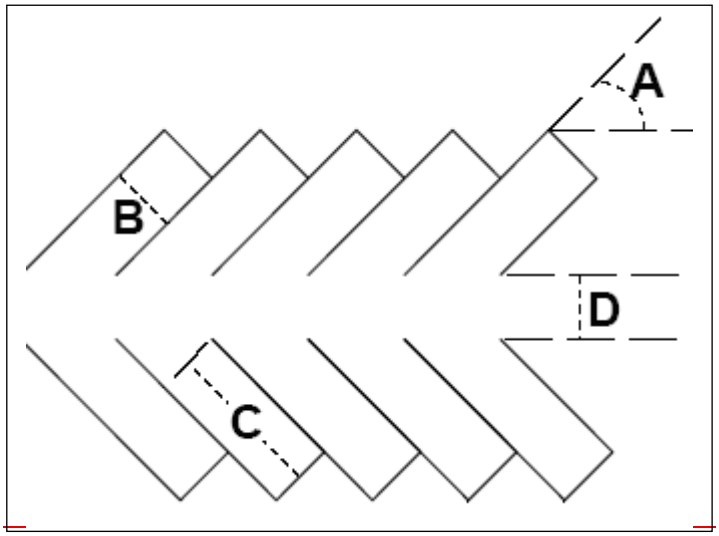
10.1114.21 Parking spaces and **maneuvering aisle**s shall be laid out in compliance with the minimum dimensions set forth in the Table of **Off-Street Parking** Dimensions.

Table of Off-Street Parking Dimensions

A Angle of Parking (degrees)	**B** Width of Parking Space	**C** Depth of Parking Space	**D** Width of Maneuvering Aisle *	
			1-way traffic	2-way traffic
0°	8.5'	20'	14'	24'
45°	8.5'	19'	16'	24'
60°	8.5'	19'	18'	24'
90°	8.5'	19'	24'	24'

* The minimum width of a **maneuvering aisle** shall be 22 feet for
(a) an aisle for 2-way traffic providing access to fewer than 7 parking spaces, or (b) an aisle in a parking structure for 2-way traffic, or
(c) an aisle in a parking structure for 1-way traffic with 90-degree parking.

Key to Table of Off-Street Parking Dimensions



10.1114.22 Parking areas shall include parking spaces for the physically disabled in compliance with the **Building Code** and *Accessible and Usable Buildings and Facilities* (ICC/ANSI A117.1 latest edition).

10.1114.23 Parking spaces located within four feet of an abutting **structure**, **sidewalk**, or public **street** shall be designed with suitable bumper stops.

10.1114.24 Parking areas and access drives shall be surfaced with a durable surface that meets the load bearing **maximum occupancy** of the project; minimizes dust, material tracking and erosion; and facilitates snow removal. Examples of such materials include, but are not limited to, bituminous binder, concrete, asphalt, compacted gravel and crushed stone. Pervious surfaces may be used provided that they meet the above objectives and provide equivalent protection of surface and groundwater resources.

10.1114.25 Except for **one-family** and **two-family dwelling**s, all **off-street parking** spaces shall be marked and maintained to provide delineation between parking stalls and aisles.

10.1114.1030 Vehicular Circulation

10.1114.1131 Access to and egress from all parking areas shall be only via **driveway**s which meet the standards for "General Accessway and Driveway Design" in the Site Plan Review Regulations.

10.1114.1232 Except for Off-street parking for **one-family** and **two-family dwelling**s, all **off-street parking** areas shall be designed so that:

(a) Vehicles can enter and leave each parking space without passing over any other parking space or requiring the moving of any other vehicle, and

(b) Vehicles can enter and leave the parking area without backing into or from a public **street** or way.

10.1114.33 Notwithstanding the previous provision, tandem parking spaces may be provided for required **off-street parking** spaces serving **dwelling unit**s in residential and mixed-use developments, subject to the following requirements:

(a) Tandem spaces shall be assigned to the same **dwelling unit**.
(b) Tandem parking shall not be used to provide guest parking.
(c) Two parking spaces in tandem shall have a combined minimum dimension of 9 feet in width by 38 feet in length.

10.1114.40 Pedestrian Circulation

Except for **one-family** and **two-family dwelling**s, all **off-street parking** areas shall incorporate the following provisions for pedestrian circulation:

10.1114.41 A minimum 5-foot wide pedestrian path shall be provided throughout the site, connecting **adjacent street**s, **accessway**s, **sidewalk**s and parking areas to the entrances of all **structure**s.

10.1114.42 Pedestrian areas shall be clearly distinguished from vehicular and bicycle traffic areas through the use of paving materials, **landscaping** buffers, or other means.

10.1114.43 Continuous off-**street** vehicle routes shall be no more than 200 feet in length before interruption by pedestrian crosswalks over speed tables, T-intersections or other design elements to calm vehicle movement on site.

10.1115 Off-Street Parking Provisions in the Downtown Overlay District

10.1115.10 Purpose

10.1115.11 This Section 10.1115 establishes modified **off-street parking** standards for **lot**s in the Downtown Overlay District in recognition of the availability of municipal on-**street** and **off-street parking** facilities, private shared parking facilities, and public transit, and the pedestrian-oriented pattern of **lot**s and **use**s.

10.1115.12 Except as specifically modified by this Section 10.1115, **lot**s in the Downtown Overlay District shall comply with all other provisions of Section 10.1110.

10.1115.20 Number of Required Off-Street Parking Spaces

10.1115.21 The following requirements shall apply in the Downtown Overlay District in lieu of the requirements in Section 10.1112.30:

Use	Required Parking Spaces
Residential **use** (**dwelling**)	Same as Section 10.1112.30
Hotel or **motel**	0.75 space per guest room, plus 1 space per 25 sf of conference or banquet facilities
Other nonresidential **use**	No requirement

10.1115.22 The requirements in Section 10.1115.21 shall be applied to all **use**s on a **lot**, and not to individual **use**s.

10.1115.23 For any **lot**, the number of **off-street parking** spaces that would be required by applying the ratios in Section 10.1115.21 shall be reduced by 4 spaces. (Therefore, any **lot** that would be required to provide 4 or fewer **off-street parking** spaces shall not be required to provide any spaces.)

10.1115.24 The provisions of Section 10.1112.50, Maximum Number of Parking Facilities, shall not apply to **building**s and **use**s within the Downtown Overlay District.

10.1116 Bicycle Parking

10.1116.10 Number of Bicycle Parking Spaces Required

10.1116.11 Off-street parking of bicycles shall be provided as follows, up to a maximum of 30 bicycle spaces:

Multifamily dwellings	1 bicycle space for each 5 dwelling units or portion thereof
Elementary, middle and high schools	1 bicycle space for each 4 students
All other uses, except as exempted in Section 10.1116.14	1 bicycle space for each 10 automobile parking spaces or fraction thereof required by Section 10.1112.30 or Section 10.1115.21, as applicable

10.1116.12 When the Planning Board approves the construction of fewer **off-street parking** spaces than would normally be required under Section 10.1112.30 or Section 10.1115.21 (for example, when a Reserve Parking Area is provided under Section 10.1112.40), or when Board of Adjustment grants a variance from the required number of **off-street parking** spaces, the required number of bicycle parking spaces shall be based on the number of such spaces that would be required without such reduction or variance.

10.1116.13 In addition to the number of bicycle parking spaces required under Section 10.1116.11 and 10.1116.12, any nonresidential use may substitute bicycle parking spaces for up to 5 percent of the required automobile parking spaces at the following ratios: 1 required automobile space may be replaced by 6 bicycle spaces or by 2 bicycle lockers.

10.1116.14 The following uses are exempt from providing bicycle parking spaces:

Use No.	Use
1.10	Single-family dwelling
1.20, 1.21,1.22	Accessory dwelling unit
1.30	Two-family dwelling
2.10	Assisted living facility
2.20	Residential care facility
7.10	Day care
7.70	Undertaking establishment
11.10-11.60	Motor vehicle related uses
12.10-12.40	Marine craft related uses
13.10-13.40	Wholesale trade, warehousing and distribution
14.70	Recycling facility or recycling plant
14.80	High hazard use
17.10-17.20	Agricultural uses
19.10-19.40	Accessory uses

10.1116.15 Bicycle parking spaces shall be designed in accordance with standards set forth in the Site Plan Review Regulations.

Section 10.1120 Off-Street Loading

10.1121 General Requirements

10.1121.10 All new **structure**s, additions to existing **structure**s, and changes and intensification of **use** in existing **structure**s shall be provided with off-street loading areas in accordance with this Section, except in Character Districts 4-W, 4 and 5 (CD4-W, CD4 and CD5) and the Downtown Overlay District.

10.1121.20 No loading areas shall be required in Character Districts 4-W, 4 and 5 (CD4-W, CD4 and CD5) and the Downtown Overlay District.

10.1122 Number of Loading Areas

10.1122.10 Off-street loading spaces shall be provided according to the following ratios:

Use	Gross Floor Area (sf)	Required Spaces
Industrial	Up to 10,000 sq. ft.	0
	10,001 – 40,000 sq. ft.	1
	40,001 – 100,000 sq. ft.	2
	100,001 – 200,000 sq. ft.	3
	Each additional 200,000 sq. ft.	1
Office / Professional Service	Up to 10,000 sq. ft.	0
	10,001 – 100,000 sq. ft.	1

Use	Gross Floor Area (sf)	Required Spaces
	100,001 – 350,000 sq. ft.	2
	Each additional 350,000 sq. ft.	1
Retail	Up to 10,000 sq. ft.	0
	10,001 – 25,000 sq. ft.	1
	25,001 – 60,000 sq. ft.	2
	60,001 – 120,000 sq. ft.	3
	Each additional 100,000 sq. ft.	1
Other Non-Residential	Up to 10,000 sq. ft.	0
	10,001 – 40,000 sq. ft.	1
	Each additional 60,000 sq. ft.	1

10.1122.20 In case of mixed **use**s, the loading areas required shall be the sum of all requirements computed on the basis of the above table.

10.1123 Loading Area Dimensions

All required loading areas shall conform to the following dimensional standards:

Minimum vertical clearance:	14 feet
Minimum width of loading area:	12 feet
Minimum length of loading area:	
First required loading area:	20 feet
Additional required loading areas:	45 feet

10.111524 Location of Loading Areas

10.111524.10 Loading areas shall not be located between the front property line and any building or structure nor in a required side yard or rear yard.

10.1124.20 No off-street loading or maneuvering areas shall be nearer than 100 feet to any adjoining Residential or Mixed Residential Districts and shall be screened in accord with Section 10.1130 and the Planning Board's Site Plan Regulations.

10.1124.30 No off-street loading areas shall be a part of an area used to satisfy the **off-street parking** requirements of this Ordinance.

The City Clerk shall properly alphabetize and/or re-number the ordinances as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted. This ordinance shall take effect upon its passage.

APPROVED:

_____

Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

_____

Sally Kellar, City Clerk

ORDINANCE #___-26

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 10, ZONING ORDINANCE, CITY OF PORTSMOUTH ZONING MAP of the Ordinances of the City of Portsmouth, be amended to change the district boundary of the Historic District by adding and removing the following parcels pursuant to Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 of the Zoning Ordinance as follows:

Deletions from existing language ~~stricken;~~ additions to existing language **bolded**; remaining language unchanged from existing with appropriate bold and colors.

That the Zoning Map be amended to change the boundary of the Historic District (HD) along Middle Street to remove or add in its entirety the following parcels:

The following parcels are proposed to be removed from the Historic District:

City Tax Map 127 Lot 27
City Tax Map 128 Lot 2
City Tax Map 128 Lot 3
City Tax Map 134 Lot 31
City Tax Map 134 Lot 32
City Tax Map 134 Lot 33
City Tax Map 134 Lot 34
City Tax Map 134 Lot 38
City Tax Map 135 Lot 5
City Tax Map 135 Lot 6
City Tax Map 135 Lot 10
City Tax Map 135 Lot 13
City Tax Map 135 Lot 14
City Tax Map 135 Lot 15
City Tax Map 135 Lot 22
City Tax Map 135 Lot 39
City Tax Map 135 Lot 40
City Tax Map 135 Lot 46
City Tax Map 135 Lot 47
City Tax Map 135 Lot 48
City Tax Map 135 Lot 70
City Tax Map 135 Lot 71
City Tax Map 136 Lot 1
City Tax Map 136 Lot 2
City Tax Map 136 Lot 5
City Tax Map 136 Lot 24
City Tax Map 136 Lot 25
City Tax Map 136 Lot 38
City Tax Map 136 Lot 40

DRAFT

City Tax Map 136 Lot 41
City Tax Map 136 Lot 42
City Tax Map 147 Lot 8
City Tax Map 147 Lot 9
City Tax Map 147 Lot 13
City Tax Map 147 Lot 14
City Tax Map 147 Lot 22
City Tax Map 147 Lot 24
City Tax Map 147 Lot 25
City Tax Map 148 Lot 19
City Tax Map 148 Lot 20
City Tax Map 148 Lot 22-2
City Tax Map 148 Lot 26
City Tax Map 148 Lot 28
City Tax Map 148 Lot 38
City Tax Map 148 Lot 42
City Tax Map 148 Lot 43
City Tax Map 148 Lot 44
City Tax Map 148 Lot 45
City Tax Map 148 Lot 63
City Tax Map 149 Lot 42
City Tax Map 149 Lot 43
City Tax Map 149 Lot 60
City Tax Map 152 Lot 50
City Tax Map 153 Lot 1

The following parcels are proposed to be added in their entirety to the Historic District.

City Tax Map 127 Lot 8
City Tax Map 127 Lot 13
City Tax Map 127 Lot 15
City Tax Map 127 Lot 16
City Tax Map 127 Lot 28
City Tax Map 135 Lot 1
City Tax Map 135 Lot 2
City Tax Map 135 Lot 3
City Tax Map 136 Lot 16
City Tax Map 136 Lot 17
City Tax Map 136 Lot 20
City Tax Map 136 Lot 22
City Tax Map 147 Lot 19
City Tax Map 148 Lot 24
City Tax Map 148 Lot 29
City Tax Map 148 Lot 30
City Tax Map 149 Lot 62

DRAFT

City Tax Map 152 Lot 44
City Tax Map 153 Lot 8
City Tax Map 153 Lot 9

The City of Portsmouth Zoning Map will be amended and reissued by the Planning Board to incorporate this amendments pursuant to Chapter 10, Article 4, ZONING AND DISTRICT USE REGULATIONS, Section 10.421, District Location and Boundaries, Section 10.421.10 of the Zoning Ordinance.

The City Clerk shall properly alphabetize and/or re-number the ordinances as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

This ordinance shall take effect upon its passage.

APPROVED:

_____
Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

_____
Sally Kellar, City Clerk

DRAFT

DRAFT Historic District Boundary

September 14, 2026



DRAFT Historic District Boundary

September 14, 2026

HANOVER ST
PARKER ST
PEARL ST
ROCK ST
BREWSTER ST
LANGDON ST
ISLINGTON ST
SUMMER ST
STATE ST
CHATHAM ST
WINTER ST
AUSTIN ST
CABOT ST
COFFIN'S CT
MIDDLE ST
PARROTT AVE
MERRIMAC ST
ROCKLAND ST
MILLER AVE
KENT ST
ELWYN AVE
SHERBURNE AVE
RICHARDS AVE
UNION ST
AUSTIN ST
HIGHLAND ST
SPRING ST
BROAD ST
COLUMBIA ST
MADISON ST
LOVELL ST
UNION ST
WILLOW LN
LINCOLN AVE
ALBANY ST
CASS ST
FRIEND ST
BREWERY LN
HAWTHORNE ST
PARK ST
WIBIRD ST
ALDRICH RD
MENDUM AVE
ORCHARD ST
MARSTON AVE
ASH ST
WILLARD AVE
JOFFRE TER
BOSS AVE
LAWRENCE ST
KENSINGTON RD
ORCHARD CT
MIDDLE RD
LAFAYETTE RD
SOUTH ST

Legend

Existing Historic District Boundary

HD Parcels

HD_Status

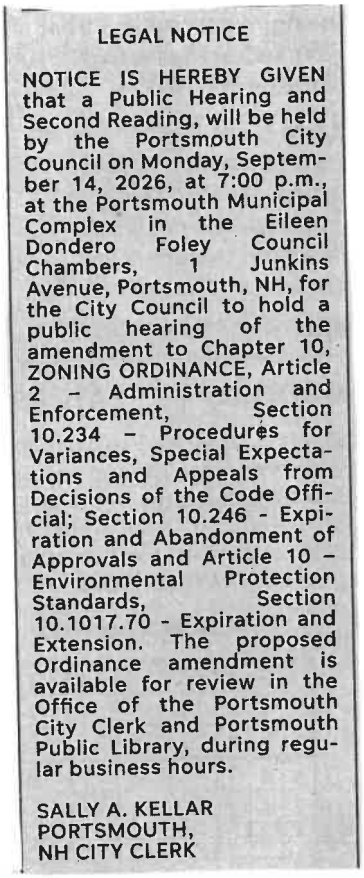
Remove from District

Include in Entirety

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing and Second Reading, will be held by the Portsmouth City Council on Monday, September 14, 2026, at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, 1 Junkins Avenue, Portsmouth, NH, for the City Council to hold a public hearing of the amendment to Chapter 10, ZONING ORDINANCE, Article 2 – Administration and Enforcement, Section 10.234 – Procedures for Variances, Special Expectations and Appeals from Decisions of the Code Official; Section 10.246 - Expiration and Abandonment of Approvals and Article 10 – Environmental Protection Standards, Section 10.1017.70 - Expiration and Extension. The proposed Ordinance amendment is available for review in the Office of the Portsmouth City Clerk and Portsmouth Public Library, during regular business hours.

SALLY A. KELLAR
PORTSMOUTH, NH CITY CLERK



LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing and Second Reading, will be held by the Portsmouth City Council on Monday, September 14, 2026, at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, 1 Junkins Avenue, Portsmouth, NH, for the City Council to hold a public hearing of the amendment to Chapter 10, ZONING ORDINANCE, Article 2 – Administration and Enforcement, Section 10.234 – Procedures for Variances, Special Expectations and Appeals from Decisions of the Code Official; Section 10.246 - Expiration and Abandonment of Approvals and Article 10 – Environmental Protection Standards, Section 10.1017.70 - Expiration and Extension. The proposed Ordinance amendment is available for review in the Office of the Portsmouth City Clerk and Portsmouth Public Library, during regular business hours.

SALLY A. KELLAR
PORTSMOUTH,
NH CITY CLERK

ORDINANCE #0 -26
THE CITY OF PORTSMOUTH ORDAINS

That Chapter 10, ZONING ORDINANCE, be amended as follows: Article 2- Administration and Enforcement, Section 10.234 – Procedures for Variances, Special Exceptions and Appeals from Decisions of the Code Official; Section 10.246 Expiration and Abandonment of Approvals and Article 10 – Environmental Protection Standards, Section 10.1017.70 Expiration and Extension be amended as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

10.234 Procedures for Variances, Special Exceptions and Appeals from Decisions of the Code Official

10.234.50 In any case in which the **Board** of Adjustment is required to give notice of a public hearing, such notice shall be provided in accordance with ~~the provisions of~~ State law.~~, all **person**s owning property within 300 feet of the property involved in the appeal or request shall be given notice in the manner set forth by State law, provided that failure to give notice beyond statutory requirement shall not give rise to any right of appeal or protest. The requirements of this paragraph shall not apply in Character Districts 4 and 5 (CD4 and CD5) and the Downtown Overlay District.~~

Section 10.240 Conditional Use Permits

10.246 Expiration and Abandonment of Approvals

10.246.10 Except as otherwise allowed in this section, ~~A~~ a conditional use permit shall expire unless a **building permit** is obtained within a period of one year from the date granted, unless otherwise stated in the conditions of approval. ~~The **Board** may, for good cause shown, extend such period by as much as one year if such extension is requested and acted upon prior to the expiration date. No other extensions may be requested.~~

Where a conditional use permit is approved in conjunction with a site plan, the conditional use permit shall remain valid for the duration of the associated site plan approval, including any extensions granted under the Site Plan Review Regulations. Additional extensions beyond the initial one-year extension may be granted only when concurrent with a Planning Board extension of the associated site plan approval.

For any conditional use permit not approved in conjunction with a site plan under Article 10, the Planning & Sustainability Director may, for good cause shown, grant the first extension of up to one (1) year, provided the request is submitted prior to the expiration date. Any subsequent extension

shall require approval following a public hearing by the Planning Board and shall not exceed one (1) additional year.

10.1017.70 Expiration and Extension

10.1017.71 A conditional use permit shall expire one year after the date of approval by the Planning Board unless a **building permit** is issued prior to that date.

10.1017.72 **Extensions of a Wetland Conditional Use Permit may be granted in accordance with Section 10.246.10.** ~~The Planning Board may grant a one-year extension of a conditional use permit if the applicant submits a written request to the Planning Board prior to the expiration date. Any other extension may be granted only after a new public hearing on the reconsideration of the application.~~

The City Clerk shall properly alphabetize and/or re-number the ordinances as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are

hereby deleted. This ordinance shall take effect upon its passage.

APPROVED:

_____

Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

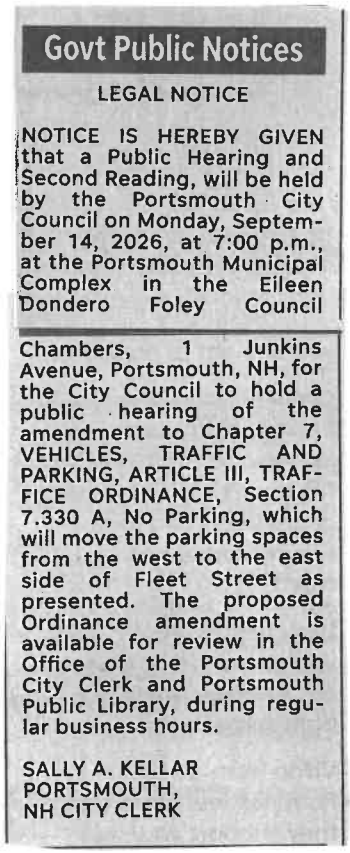
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Sally Kellar, City Clerk

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing and Second Reading, will be held by the Portsmouth City Council on Monday, September 14, 2026, at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, 1 Junkins Avenue, Portsmouth, NH, for the City Council to hold a public hearing of the amendment to Chapter 7, VEHICLES, TRAFFIC AND PARKING, ARTICLE III, TRAFFICE ORDINANCE, Section 7.330 A, No Parking, which will move the parking spaces from the west to the east side of Fleet Street as presented. The proposed Ordinance amendment is available for review in the Office of the Portsmouth City Clerk and Portsmouth Public Library, during regular business hours.

SALLY A. KELLAR
PORTSMOUTH, NH CITY CLERK



Govt Public Notices

LEGAL NOTICE

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SALLY A. KELLAR
PORTSMOUTH,
NH CITY CLERK

ORDINANCE #

THE CITY OF PORTSMOUTH ORDAINS

That the Ordinances of the City of Portsmouth, Chapter 7, VEHICLES, TRAFFIC and PARKING, Article III, TRAFFIC ORDINANCE, Section 7.330 A, NO PARKING, be amended by adding a portion of Fleet Street as follows (deletions from existing language ~~stricken;~~ additions to existing language **bolded**; remaining language unchanged from existing)**:**

CHAPTER 7 VEHICLES, TRAFFIC and PARKING

ARTICLE III: TRAFFIC ORDINANCE

Section 7.330: NO PARKING

A. Unless otherwise designated by ordinance, parking shall be prohibited at all times in the following described streets and locations:

42. Fleet Street
    a. Easterly side from Court Street to ~~Hanover~~ **Congress** Street.
    b. Westerly side from State to Court Street ~~and the parking space nearest Hanover Street, provided that trucks may load or unload in said parking space.~~
    c. Westerly side, from Congress Street to ~~a point 135 feet in a northerly direction~~ **Hanover Street.**

The City Clerk shall properly alphabetize and/or re-number the ordinances as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

This ordinance shall take effect upon its effective date.

APPROVED:

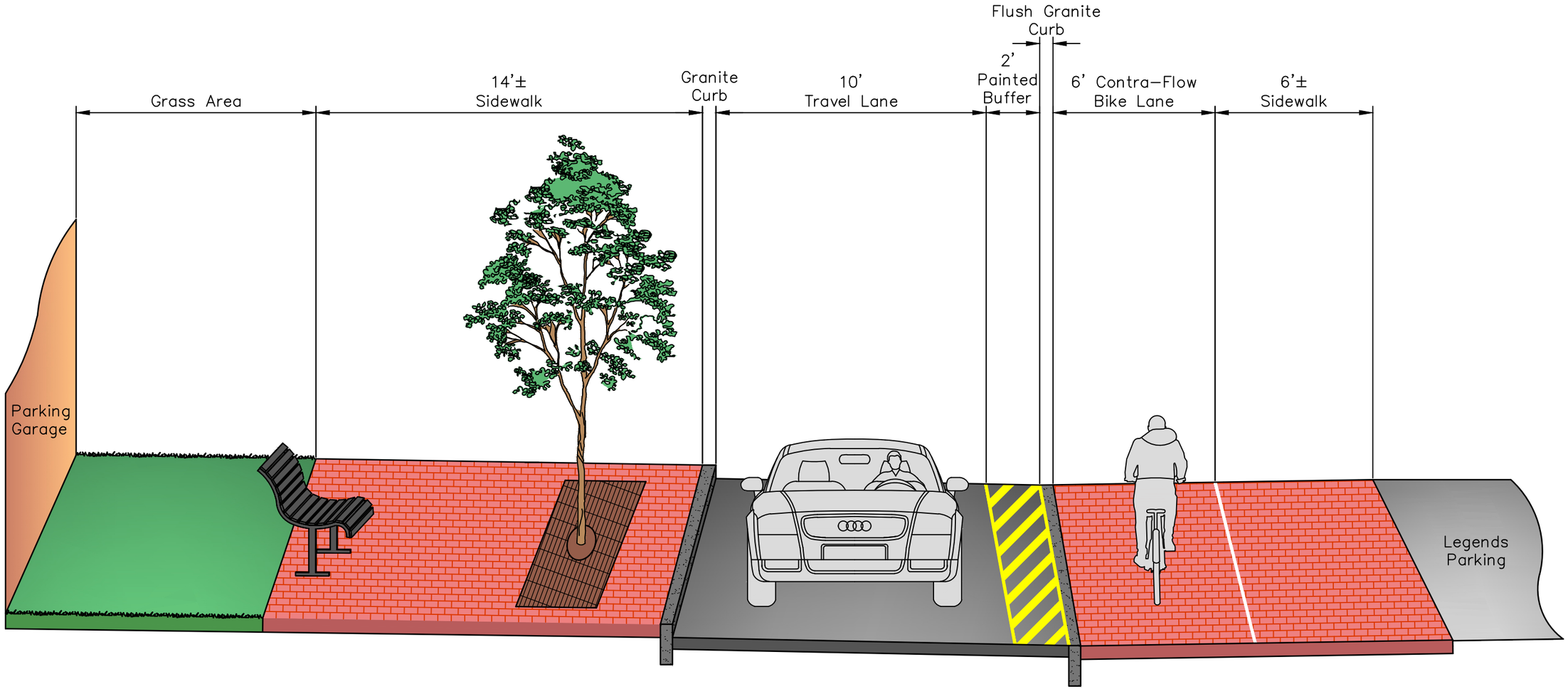
_____

Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

_____

Sally A. Kellar, City Clerk



HANOVER STREET AREA (STA. 1+90)

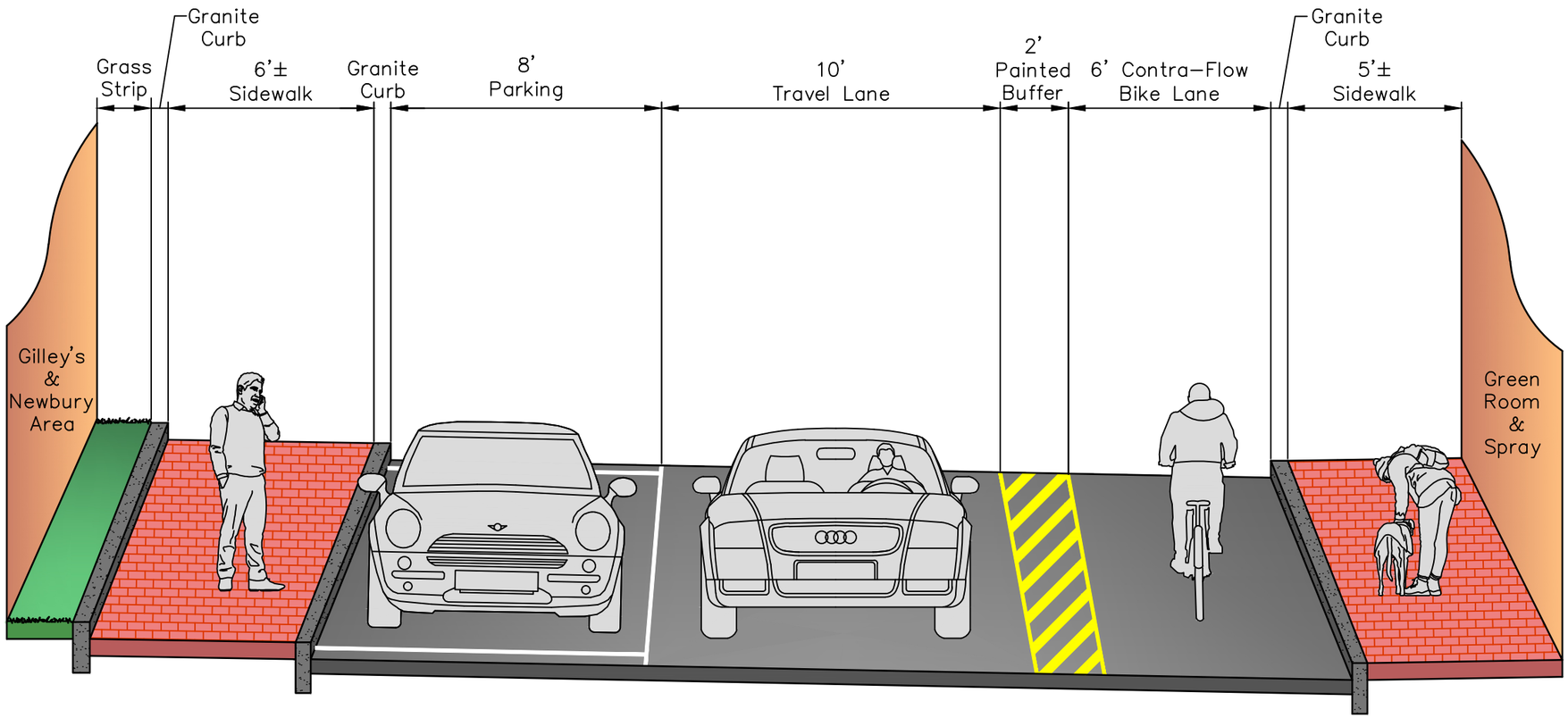
SCALE: 1" = 4'

One–Way (North Bound) with Contra Bike Lane

4 0 4 8

DATE 8/31/26 PROJECT 2542	Underwood Engineers 25 Vaughan Mall, Portsmouth, N.H. 03801 Tel. 603–436–6192 Fax. 603–431–4733	FLEET STREET CROSS SECTIONS CONGRESS ST. TO HANOVER ST. CITY OF PORTSMOUTH PORTSMOUTH, NH	FIG. 1

H:\Real Numbers\Portsmouth\2542- Fleet Street\CADD\Design Fleet\Drawings\2542_Color_XS_Fig.dwg, 8/31/2026 9:21:27 AM



MID BLOCK (STA. 3+50)

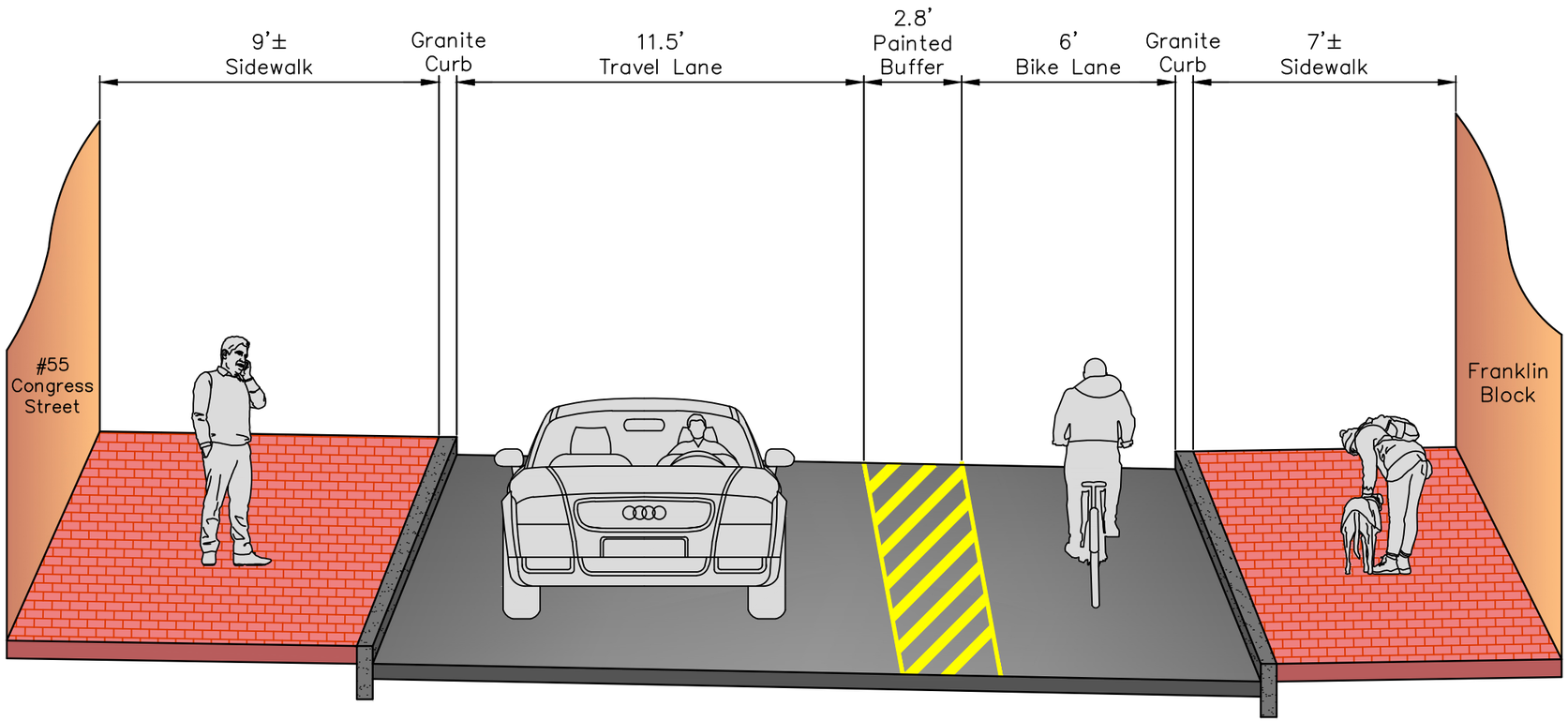
SCALE: 1" = 4'

One-Way (North Bound) with Contra Bike Lane and Parking

4 0 4 8

DATE 8/31/26 PROJECT 2542	Underwood Engineers 25 Vaughan Mall, Portsmouth, N.H. 03801 Tel. 603-436-6192 Fax. 603-431-4733	FLEET STREET CROSS SECTIONS CONGRESS ST. TO HANOVER ST. CITY OF PORTSMOUTH PORTSMOUTH, NH	FIG. 2

H:\Real Numbers\Portsmouth\2542-Fleet Street\CADD\Design Fleet\Drawings\2542_Color_XS_Fig.dwg, 8/31/2026 9:21:29 AM



CONGRESS STREET AREA (STA. 5+50)

SCALE: 1" = 4'

One–Way (North Bound) with Contra Bike Lane

4 0 4 8

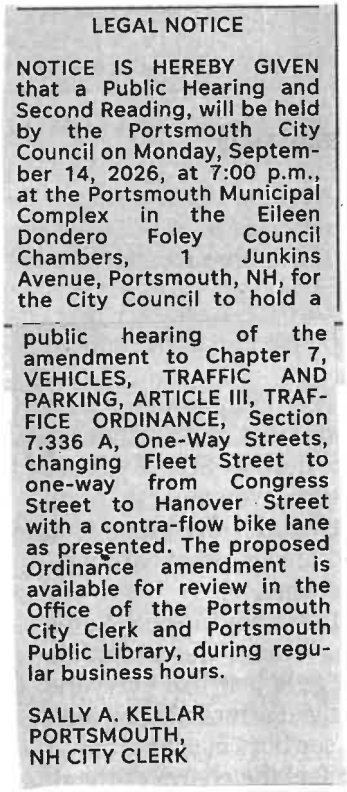
H:\Real Numbers\Portsmouth\2542- Fleet Street\CADD\Design Fleet\Drawings\2542_Color_XS_Fig.dwg, 8/31/2026 9:21:35 AM

DATE 8/31/26 PROJECT 2542	Underwood Engineers 25 Vaughan Mall, Portsmouth, N.H. 03801 Tel. 603–436–6192 Fax. 603–431–4733	FLEET STREET CROSS SECTIONS CONGRESS ST. TO HANOVER ST. CITY OF PORTSMOUTH PORTSMOUTH, NH	FIG. 2

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing and Second Reading, will be held by the Portsmouth City Council on Monday, September 14, 2026, at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, 1 Junkins Avenue, Portsmouth, NH, for the City Council to hold a public hearing of the amendment to Chapter 7, VEHICLES, TRAFFIC AND PARKING, ARTICLE III, TRAFFICE ORDINANCE, Section 7.336 A, One-Way Streets, changing Fleet Street to one-way from Congress Street to Hanover Street with a contra-flow bike lane as presented. The proposed Ordinance amendment is available for review in the Office of the Portsmouth City Clerk and Portsmouth Public Library, during regular business hours.

SALLY A. KELLAR
PORTSMOUTH, NH CITY CLERK



LEGAL NOTICE

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SALLY A. KELLAR
PORTSMOUTH,
NH CITY CLERK

ORDINANCE #

THE CITY OF PORTSMOUTH ORDAINS

That the Ordinances of the City of Portsmouth, Chapter 7, VEHICLES, TRAFFIC and PARKING, Article III, TRAFFIC ORDINANCE, Section 7.336 A, ONE-WAY STREETS, be amended by adding a portion of Fleet Street as follows (deletions from existing language ~~stricken;~~ additions to existing language **bolded**; remaining language unchanged from existing)**:**

CHAPTER 7 VEHICLES, TRAFFIC and PARKING

ARTICLE III: TRAFFIC ORDINANCE

Section 7.336: ONE-WAY STREETS

A. Vehicular traffic shall move only in the indicated directions on the following streets:

11. Fleet Street: northerly from Congress Street to Hanover Street. Bicycle operators may ride in the opposite direction within the marked contra-flow bike lane.

The City Clerk shall properly alphabetize and/or re-number the ordinances as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

This ordinance shall take effect upon its effective date.

APPROVED:

_____

Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

_____

Sally A. Kellar, City Clerk

Widen sidewalks on Fleet Street

Switch parking spaces to east side of Fleet Street

Change traffic flow to one-way from Congress Street to Hanover Street

Provide 6-foot-wide counterflow bike lane from Hanover Street to Congress Street

SEE DWG R4

SEE PHASE 2A

MATCH LINE DWG R2

HANOVER ST.

FLEET ST.

CONGRESS ST.

6' BIKE LANE

TRAVEL LANE

REMOVE AND RESET EXISTING SIDEWALK

REMOVE CONCRETE SIDEWALK AND CONSTRUCT NEW BRICK SIDEWALK

TBM D

TBM E

TBM F

#77 Hanover (condo's)

#34 Hanover (Hanover Garage)

#175 Fleet

#41 Congress (Bennett's)

#174 Fleet (The

(The Green Room)

#168 Fleet (Hair Salon)

#154 Fleet

#63 Congress

#99 Hanover

#80 Hanover (Shalimar Rest.)

(Legends)

NAD 1983 NH STATE PLANE COORDINATE SYSTEM

FLEET STREET PLAN VIEW

SCALE: 1 INCH = 20 FT.

FLEET STREET PROFILE VIEW

HORIZ: 1 INCH = 20 FT.
VERT: 1 INCH = 4 FT.

PVI STA = 1+71
PVI ELEV = 15.42

PVI STA = 2+58
PVI ELEV = 15.86

PVI STA = 3+49.00
PVI ELEV = 17.35
LP: STA = 3+24.00
LP: ELEV = 16.94
A.D. = 1.75%
K = 28.64
50' VC

BVCS: 3+24
BVCE: 16.94

EVCS: 3+74
EVCE: 18.20

PVI STA = 4+43.00
PVI ELEV = 20.53
HP: STA = 4+68.00
HP: ELEV = 20.69
A.D. = −2.75%
K = 18.20
50' VC

BVCS: 4+18
BVCE: 19.68

EVCS: 4+68
EVCE: 20.69

PVI STA = 6+05 INT. CONGRESS ST & FLEET ST
PVI ELEV = 21.56

0.50% 1.64% 3.38% 0.64% 0.63%

DATUM ELEV 0.00

1+00	2+00	3+00	4+00	5+00	6+00	6+70
16.2	15.7	16.1	16.9	17.8	19.3	20.8	21.1	21.1	21.1	21.2	21.4
15.6	15.57	15.82	16.55	17.48	19.08	20.49	20.89	21.21	21.53	21.84	21.97

ISSUE FOR
BIDDING Date — By —
CONSTRUCTION Date — By —
RECORD DRAWING Date — By —

NO.	REVISIONS	APP'D

Drawn/Chk. RMG
Designed DJR
Checked —
Approved —
Date 7/15/2024
Book No. —
Project No. 2542
Dwg. ID 2542_ptpose
Scale —

60% SUBMITTAL
NOT FOR CONSTRUCTION

UNDERWOOD engineers
25 Vaughan Mall, Portsmouth, N.H. 03801
Tel. 603-436-6192 Fax. 603-431-4733

FLEET STREET
ROAD LAYOUT, PLAN & PROFILES

FLEET ST. AREA RECONSTRUCTION - PHASE 2B

CITY OF PORTSMOUTH
PORTSMOUTH, NEW HAMPSHIRE

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DWG NO R1

SHEET OF 30

H:\Real Numbers\Portsmouth\2542-Fleet Street\CADD\Design Fleet\Drawings\2542_rdbase.dwg, 7/21/2026 8:31:34 AM

CITY OF PORTSMOUTH

Municipal Complex
1 Junkins Avenue
Portsmouth, New Hampshire 03801
kconard@portsmouthnh.gov
(603) 610-7201

Karen S. Conard
City Manager

Date: September 10, 2026

To: Honorable Mayor McEachern and City Council Members

From: Karen S. Conard, City Manager KSC

Re: City Manager's Comments on City Council Agenda of September 14, 2026

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10. Public Hearings and Vote on Ordinances and/or Resolutions:

A. **First Reading to Amend Chapter 1, Administrative Code, Article III, Boards, Section 1.302 (D) Appointments, Tenure, and Removal:**

At its meeting of August 17, 2026, the City Council moved to schedule first reading of an amendment to Administrative Code, Chapter 1, Article III, Section 1.302 (D) which currently requires the City Clerk's office to publish notice of Board, Committee and Commission vacancies in a newspaper. The amendment consists of a minor update to the Administrative Code to remove the newspaper publication requirement (vacancies are identified on the City's website) and rework notice provisions to be more flexible. Please see the recommended amendment attached.

This amendment is consistent with efforts over the past several years to update the City's ordinances to remove old processes and institute new ones. The procurement ordinance update is one similar example. After the procurement ordinance change and the implementation of new processes the City saved money on publishing costs and administrative staff time. The deployed new technology has delivered more bidders and better pricing in several areas.

I recommend that the City Council move to pass first reading of the amendment to Chapter 1, Article III, Section 1.302 (D), Appointments, Tenure and Removal, and schedule a public hearing and second reading for September 28, 2026 City Council meeting.

B. **First Reading to Amend Chapter 10, ZONING ORDINANCE, by removing most parking regulations from the Zoning Ordinance to the Site Plan Review Regulations (except one and two-family dwellings) by amending: Article 2, ADMINISTRATION AND ENFORCEMENT, Section 10.240, Conditional Use Permits; Article 5A, CHARACTER-BASED ZONING, Section 10.5A44, Off-Street Parking and Loading Requirements, Section 10.5A44.20, Number of Required Spaces; Article 5B, GATEWAY NEIGHBORHOOD MIXED USE DISTRICTS, Section 10.5B80, Parking and Loading Requirements and Standards, Section 10.5B82, Number of Required Spaces, Section**

10.5B83, Location of Motor Vehicle Parking Facilities; Article 6, OVERLAY DISTRICTS, Section 10.685, Parking; Article 8, SUPPLEMENTAL STANDARDS, Section 10.815.30, Parking Requirements; Article 11, SITE DEVELOPMENT STANDARDS, Section 10.1110, Off-Street Parking, Section 10.1112, Number of Required Spaces, Section 10.1113, Location of Vehicular Use Facilities, Section 10.1114, Design of Off-Street Parking Facilities, Section 10.1115, Off-Street Parking Provisions in the Downtown Overlay District, Section 10.1116, Bicycle Parking and Section 10.1120, Off-Street Loading:

The Planning Board, at its meeting of August 20, 2026, voted to recommend that the City Council hold first reading on amendments to the Portsmouth Zoning Ordinance related to off-street parking. The proposed amendments remove most parking regulations from the Zoning Ordinance because they are more appropriately administered through Site Plan Review Regulations. The Zoning Ordinance will still include parking requirements for one and two-family dwellings but all other references to parking regulations will be in Site Plan Review Regulations rather than in the Zoning Ordinance. These amendments are being proposed in order to simplify the Zoning Ordinance and to create a clearer separation between zoning standards and site plan review requirements.

The Planning Board is concurrently considering amendments to the Site Plan Review Regulations that would incorporate those parking standards being removed from the Zoning Ordinance. The goal of these amendments is to help simplify and modernize the City's parking regulations by streamline parking classifications, consolidate parking flexibility provisions, and provide greater administrative flexibility in applying parking requirements. The proposed changes in the Site Plan Review Regulations are scheduled for a public hearing and vote at the Planning Board's September 17, 2026, meeting.

I recommend that the City Council move to pass first reading and schedule a public hearing and second reading at the October 13, 2026, City Council meeting.

C. **First Reading to Amend Chapter 10, ZONING ORDINANCE, CITY OF PORTSMOUTH ZONING MAP to be amended to change the district boundary of the Historic District by adding and removing the following parcels pursuant to Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10:**

The Planning Board, at its meeting of August 20, 2026, voted to recommend that the City Council hold first reading on zoning map amendments to the Historic District boundary along Middle Street.

The proposed Historic District boundary amendment is limited to properties along Middle Street and is intended to address a longstanding issue with the existing Historic District boundary. The current boundary generally extends 150 feet from Middle Street, resulting in numerous parcels and, in some cases, buildings being partially located within the Historic District and partially outside of it. The proposed amendment replaces this approach with a

boundary that more closely follows parcel lines and includes or excludes entire parcels rather than portions of parcels. As the attached maps demonstrate, the boundary amendment reduces the Historic District boundary to properties that have frontage on Middle Street.

The amendment is intended to simplify administration of the Historic District, provide a more logical and easily understood boundary, and eliminate inconsistencies created by the existing 150-foot boundary. Historic preservation guidance generally recommends that district boundaries be based on clearly defined and defensible boundary lines rather than arbitrary distances. The proposed amendments move the Historic District boundary along Middle Street toward a parcel-based approach that reduces situations where lots and structures are partially inside and partially outside the Historic District. As part of the proposed amendments, 54 parcels would be removed from the Historic District. Of those 54 parcels, 38 contain structures, including 20 that are entirely within the Historic District and 18 that are bisected by the district boundary. The remaining 16 parcels are crossed by the boundary, but the structures are outside of the Historic District, and they are not subject to the regulations of the Historic District and are being removed from the district through these amendments. In addition, there are no new parcels being added, but there are 20 parcels that are currently only partially located in the Historic District, and these amendments will include those parcels in their entirety in the Historic District.

I recommend that the City Council move to pass first reading and schedule a public hearing and second reading at the October 13, 2026, City Council meeting.

D. **Public Hearing and Second Reading to Amend Chapter 10, Zoning Ordinance, Article 2 - Administration and Enforcement, Section 10.234 - Procedures for Variances, Special Exceptions and Appeals from Decisions of Code Official; Section 10.264 - Expiration and Abandonment of Approvals and Article 10 - Environmental Protection Standards, Section 10.1017.70 Expiration and Extension:**

The Planning Board, at its meeting of July 16, 2026, voted to recommend that the City Council hold first reading on amendments to Article 2 of the Portsmouth Zoning Ordinance. The amendments address public notice requirements for land use applications and the expiration and extension provisions for Conditional Use Permits (CUPs).

1. Public Notice Requirements for Board of Adjustment Applications

The amendments to Section 10.234.50 revise language regarding public hearing notices for variances, special exceptions, and appeals before the Zoning Board of Adjustment (ZBA). The amendments remove local notification requirements that exceed State law and provide that notice shall be given in accordance with New Hampshire law.

In 2024, the New Hampshire Legislature amended RSA 672:3 to provide a more precise and uniform definition of an "abutter." The amendment clarified which properties located across a street or stream from a project site qualify as abutters for notification purposes and established a consistent statewide methodology for making that determination. By relying on the statutory definition, the City ensures that its notification procedures remain consistent with current State

law while eliminating the need to maintain separate local notification standards. The change also reduces the number of notices required for many applications, thereby decreasing administrative processing time for staff and lowering mailing costs for applicants.

The amendment is not intended to reduce public access to information regarding pending land use applications. In the fall of 2025, the City created an electronic subscription system to receive agendas and meeting packets for the Planning Board, Zoning Board of Adjustment, Historic District Commission, Conservation Commission, and City Council. This service notifies interested individuals when meeting materials are posted regardless of their proximity to a particular project. To date, the following individuals have subscribed to the service: City Council: 78, Planning Board: 65, HDC: 53, ZBA/BOA: 57, TAC: 53, and Conservation Commission: 60.

2. Conditional Use Permit Expiration and Extension Provisions

The amendments to Section 10.246 and Section 10.1017.70 deal with the expiration and extension of Conditional Use Permits. Under the current ordinance, a CUP generally expires if a building permit is not obtained within one year, with the Planning Board authorized to grant a single one-year extension. No additional extensions are presently permitted.

The proposed amendment would:

- Allow a CUP approved in conjunction with a Site Plan application to remain valid for the duration of the associated site plan approval, including any extensions granted under the Site Plan Review Regulations.
- Establish a process for stand-alone CUPs not associated with Site Plan Approval, allowing the Planning & Sustainability Director to grant an initial extension of up to one year for good cause shown if requested prior to expiration.
- Require any subsequent extension of a stand-alone CUP to be approved by the Planning Board following a public hearing, with each additional extension limited to one year.

The purpose of these changes is to better coordinate CUP approvals with the lifecycle of Site Plan Approvals, thereby avoiding situations where a CUP may expire while a related Site Plan Approval remains active. The amendment also provides greater administrative flexibility to address project delays while ensuring continued Planning Board oversight for longer-term extensions.

I recommend that the City Council move to pass second reading and schedule a third and final reading to amend Chapter 10, Zoning Ordinance, Article 2 - Administration and Enforcement, Section 10.234 - Procedures for Variances, Special Exceptions and Appeals from Decisions of Code Official; Section 10.264 - Expiration and Abandonment of Approvals and Article 10 - Environmental Protection Standards, Section 10.1017.70 Expiration and Extension at the September 28, 2026, City Council meeting.

E. **Public Hearing and Second Reading to Amend Chapter 7, Vehicles, Traffic and Parking, Article III, Traffic Ordinance, Section 7.330 A, No Parking, which will Move Parking Spaces from the West Side to the East Side of Fleet Street as Presented:**

The Parking and Traffic Safety Committee recommended that the Council approve a staff recommendation to change the traffic flow on Fleet Street to one-way from Congress Street to Hanover Street, switch the eight parking spaces from the west side to the east side of Fleet Street and create a contra-flow bike lane from Hanover Street to Congress Street. Prior to accepting these recommendations, the Council received a report back from staff on the Fleet Street Section 1 Reconstruction on July 13, 2026.

During the report back, staff explained that changing the traffic flow on Fleet Street to one-way from Congress Street to Hanover Street will allow for wider sidewalks while keeping on-street parking spaces. Staff also relayed that the 18-foot pavement width will meet minimum requirements of the Fire Department for emergency vehicle use, while also allowing for the provision of a 6-foot-wide marked and signed contra-flow bike lane from Hanover Street to Congress Street.

Staff further explained that, with the introduction of a contra-flow bike lane, the parking spaces should be relocated from the west side of Fleet Street to the east side. Although the parking spaces are not required to be moved to accommodate the contra-flow bike lane, relocating them would provide significant safety and operational benefits for both motorists and bicyclists. With parking on the right-hand side of Fleet Street, vehicles would not need to cross the bike lane to enter the spaces, drivers would parallel park on the customary right-hand side of the road, vehicle doors would not open into the bike lane, and drivers would not exit parking spaces blindly into oncoming bicycle traffic traveling in the contra-flow bike lane. The relocation can be accommodated on the east side of Fleet Street with the closing of the Gilley's parking lot and construction of new sidewalk and curbing along the Gilley's site frontage. Relocating the eight parking spaces to the east side of Fleet Street would also provide a larger turning radius and better alignment with the ticket gate for vehicles entering the Hanover Garage. The one-way traffic flow would also eliminate the blocking of both travel lanes on Fleet Street by vehicles waiting to turn left into the Hanover Garage entrance.

After the report back, Council voted, based upon the recommendation of the Parking and Traffic Safety Committee, to schedule a first reading on August 17th of the ordinances necessary to effectuate these changes for the Fleet Street Section 1 Reconstruction.

At the August 6, 2026, Parking and Traffic Safety Committee meeting, the Committee voted to recommend approval of the two proposed ordinance amendments, which are required to effectuate these changes.

I recommend that the City Council move to pass second reading and schedule a third and final reading at the September 28, 2026, City Council meeting regarding an amendment to CHAPTER 7, VEHICLES, TRAFFIC AND PARKING, ARTICLE III, TRAFFIC ORDINANCE,

Section 7.330 A, No Parking, which will move the parking spaces from the west to the east side of Fleet Street as presented.

F. **Public Hearing and Second Reading to Amend Chapter 7, Vehicles, Traffic and Parking, Article III, Traffic Ordinance, Section 7.336 A, One-Way Streets, changing Fleet Street to One-Way from Congress Street to Hanover Street with a Contra-Flow Bike Lane as Presented:**

Please see prior comments under Item E.

I recommend that the City Council move to pass second reading and schedule a third and final reading at the September 28, 2026, City Council meeting regarding an amendment to CHAPTER 7, VEHICLES, TRAFFIC AND PARKING, ARTICLE III, TRAFFIC ORDINANCE, Section 7.336 A, One-Way Streets, changing Fleet Street to one-way from Congress Street to Hanover Street with a contra-flow bike lane as presented.

11. City Manager's Items Which Require Action:

A. **Proposed Employment Agreement for Deputy Fire Chief Scott Egan:**

Enclosed please find a memorandum from Labor Negotiator Tom Closson and a proposed Employment Agreement for Deputy Fire Chief Scott Egan.

I recommend that the City Council move to accept the proposed Employment Agreement for Deputy Fire Chief Scott Egan as presented.

B. **Memorandum of Agreement for Portsmouth School District Paraeducators:**

Enclosed please find a memorandum from Labor Negotiator Tom Closson and a proposed Memorandum of Agreement for Portsmouth School District Paraeducators.

I recommend that the City Council move to accept the Memorandum of Agreement for Portsmouth School District Paraeducators as presented.

C. **Approval of 2027 City Council Meeting Calendar:**

In your packet this evening is a proposed 2027 City Council meeting calendar for your review and approval.

I recommend that the City Council move to approve the 2027 City Council meeting calendar as presented.

15. Approval of Grants/Donations:

A. **Donation to the Senior Activity Center Luncheon Fund - $500 from Karen Parnes:**

Enclosed please find a donation from Karen Parnes in the amount of $500 for the Senior Activity Center luncheon Fund.

I recommend that the City Council move to accept the donation in the amount of $500 as presented.

B. **Donation of a Granite Bench at Four Tree Island:**

Enclosed please find a request from Todd and Samantha Smith for a granite memorial bench at Haven Park. After consultation with the Public Works Department, the final proposed location has been confirmed for Four Tree Island.

I recommend that the City Council move to accept the donation of a granite bench as presented.

C. **Acceptance of Donations for Point-of-Graves Cemetery Wall Repair with Brief Presentation:**

Enclosed please find a memorandum from Regulatory Counsel Suzanne Woodland regarding donations for the Point-of-Graves Cemetery Wall repairs.

I recommend that the City Council move to accept with thanks a donation from John Roese of 14 Mechanic Street of up to $240,000 for the Point of Graves Cemetery Wall Replacement;

and

I recommend that the City Council move to accept with thanks the additional donations for the Point of Graves Cemetery Wall Replacement from Kyle LaChance, Robert Lambert, Emily Roesler, Lenore Leonardi, Peter Morin, Elizabeth Grady, Jolanda Fannin, Donald Margeson, Nancy Hanssman, Jolanda Fannin in honor of Jim and Minxie Fannin, Douglas and Mary Nelson, Boduch Family, Daniel J. Brown, Nancy Hammond, Diane Schaefer in memory of Elisha Biard, two anonymous donations, and Geno's Chowder and Sandwich Shop with amounts as presented in the attached memorandum.

17. City Manager's Informational Items:

A. **Pease Development Authority Board Meeting Update:**

I will give a verbal update on the August 18, 2026 Pease Development Authority Board Meeting.

B. **Upcoming Mechanic Street Pump Station Feasibility Study Public Input Meeting:**

Public Works is hosting a Mechanic Street Pump Station Feasibility Study Public Input Meeting on Monday, September 21st at 6:30 p.m. in Conference Room A at City Hall.

C. **Report Back on Parking Ecosystem (Downtown Workforce, RAPP, Parrott Avenue, Parrott Avenue Lot, ParkMobile Fees and Locations of Free Parking):**

I will provide a verbal report back on parking.

D. **Next Portsmouth Room Art Exhibit:**

On Tuesday, September 22nd, the Portsmouth Room will once again be transformed, as the Public Art Review Committee (PARC) is coordinating the next art exhibit, entitled "Light Falls." PARC and City staff are planning to hold a welcome reception in the Portsmouth Room immediately prior to the September 28th City Council Meeting.

THOMAS M. CLOSSON
ATTORNEY AT LAW, PLLC

To:	City Manager Conard, Mayor McEachern, and Members of the City Council
cc:	Human Resources Director Harper
From:	Tom Closson
Re:	Proposed Employment Agreement with Deputy Fire Chief Scott Egan
Date:	August 26, 2026

Attached for your consideration is a proposed three (3) year Employment Agreement with incoming Deputy Fire Chief Scott Egan, to be effective August 1, 2026.

The proposed Employment Agreement includes an initial annual base salary of $130,000.00. The proposed Employment Agreement also calls for an annual stipend equal to five percent (5.0%) of base salary contingent on Deputy Fire Chief Egan maintaining a valid paramedic license, in good standing. The proposed Employment Agreement also provides for annual COLAs on August 1, 2027, and August 1, 2028, calculated in accordance with the City's standard rolling 10-year average of the CPI-U, between 2.0% and 5.0%. The proposed Employment Agreement also includes use of a suitable City vehicle, and an annual clothing/uniform allowance of $600.00. The proposed Employment Agreement also aligns Deputy Fire Chief Egan's other employment benefits with those provided to City employees in the Portsmouth Professional Management Association bargaining unit.

Notably, the proposed Employment Agreement also includes a provision requiring Deputy Fire Chief Egan to continue to maintain a domicile within fifteen (15) miles of Portsmouth.

Both incoming Deputy Fire Chief Egan and the Fire Commission have approved this proposed Employment Agreement, and I am pleased to recommend it for your approval.

26-100

EMPLOYMENT AGREEMENT

1. Preamble

This Employment Agreement ("Agreement") is entered into between the Fire Commission, City of Portsmouth, New Hampshire (hereinafter the "Commission") and Scott Egan (hereinafter "Employee"). This Agreement is null and void unless approved by the Portsmouth City Council.

2. Employment, Term, and Domicile Requirement

The Commission agrees to employ the Employee and the Employee agrees to accept employment in the position of Deputy Fire Chief for the City of Portsmouth ("the City") for a three (3) year term commencing on August 1, 2026 and ending on July 31, 2029. The Commission and the Employee acknowledge that this is a full-time, year-round position including extensive obligations in the evenings and on weekends. The Employee agrees to devote the Employee's professional efforts to the successful fulfillment of these responsibilities to the Commission and to the City.

The Employee will be required to maintain a domicile within fifteen (15) miles of Portsmouth, New Hampshire throughout the term of this Agreement. The Employee's failure to comply with this requirement may, at the sole option of the Commission, be considered grounds for termination for cause, as per the provisions of Section 5 below.

3. Salary

Retroactive to August 1, 2026, the Employee's base salary will be set at **one hundred and thirty thousand dollars and no cents ($130,000.00)**. This base salary will be payable in no fewer than twenty-six (26) regular installments and subject to such deductions as may be authorized by the Employee or as may be required by law. On August 1, 2027, and August 1, 2028, a COLA percentage increase will be applied to the Employee's base salary. The COLA percentage increase will be the ten-year rolling average of the annual CPI-U for the Boston-Cambridge-Newton—all items index as computed by the Bureau of Labor Statistics of the U.S. Department of Labor for November to November. The reference base is 1982-1984 equals 100 until BLS updates the reference base at which time the parties agree to adopt the official reference based as used by BLS. These July 1, 2027 and July 1, 2028 COLA percentage increases will have a floor of 2.0% and a cap of 5.0%.

4. Termination for Cause

This Agreement may be terminated by the Commission at any time for cause, i.e., failure on the part of the Employee to comply with any term or condition of this Agreement, the laws, rules and regulations of the State of New Hampshire, or the rules and regulations of the Commission, or the City of Portsmouth; or malfeasance, misfeasance, nonfeasance, or insubordination in carrying out the responsibilities of

the position as specified in the Municipal Charter of the City of Portsmouth or as directed by the Commission.

Termination for Cause shall take place only following written notification specifying the reasons for termination. Unless the Employee submits to the Commission, within twenty (20) days of receipt of such notification, a written request for a hearing before the Commission, the Agreement shall be considered terminated as of the date which falls thirty (30) days after the Employee's receipt of notification. If the Employee requests a hearing, the Commission shall hold this hearing within twenty (20) days after receipt of such request. The Commission shall render a written decision to the Employee within ten (10) days of the hearing. In the event of a Termination for Cause, the Employee shall receive no severance and no further compensation beyond the last day worked.

5. Termination with Severance Payment

If at any time the Commission in its discretion shall so determine, the Commission may, without cause and with or without prior notice, relieve the Employee of duties under this Agreement. In such event, the Employee shall be entitled to severance benefits. Such severance benefits shall be six (6) month's base salary or the balance of the contract, whichever is less. As is set forth above in Section 4, if the termination is for cause, the Employee shall not be entitled to severance benefits. Severance benefits shall not be paid upon the voluntary resignation of the Employee.

6. Termination by Mutual Consent/Voluntary Resignation

This Agreement may be terminated at any time by mutual consent of the Commission and the Employee or by voluntary resignation of the Employee. In the event the Employee voluntarily resigns before the expiration of the term of this Agreement or any renewal thereof, the Employee shall give the Commission thirty (30) days written notice in advance of such resignation. In the event of voluntary resignation, the Employee shall not be eligible for severance benefits.

7. Severance Constitutes Release

The acceptance by the Employee of the severance benefits provided under this Agreement shall constitute a full and complete release of any other rights, claims, or causes of action whether in law, equity or otherwise, that the Employee may have against the Commission, the City of Portsmouth, and the employees, elected or appointed officials, officers, agents, representatives, and attorneys of such entities.

8. Benefits

Except as otherwise provided herein, the Employee's fringe benefits will be established by the collective bargaining agreement currently in place between the City and the Portsmouth Professional Management Association. The exceptions shall be described in detail in Section 9 below.

9. Exception to Benefits in Section 8

In lieu of or in addition to the benefits identified above, the Employee will also be entitled to the following:

a. The Employee will be provided with a suitable automobile for use in the performance of the duties of Deputy Fire Chief. Recognizing that the Deputy Fire Chief is on-call at all times it is understood that the automobile may also be used for personal business.

b. During the term of this Agreement, the Employee will receive an annual stipend, equal to five percent (5%) of base salary, contingent on maintaining a valid paramedic license, in good standing.

c. Subject to budgetary constraints, the Commission agrees to cover the cost of tuition and textbooks for courses and/or other classes that would provide for improved job performance as part of a career development program Prior approval by the Commission of any courses is required. If the Employee fails to successfully complete the course and/or class with a final passing grade, the Employee will be required to reimburse the Commission for the entire cost of tuition and textbooks.

d. The Employee will be paid an annual clothing/uniform allowance of six hundred dollars ($600.00).

THE UNDERSIGNED PARTIES HEREBY AGREE:

Dated: 8/11/2026

For the Commission:

Employee:

Approved by vote of The Portsmouth City Council on _____

THOMAS M. CLOSSON
ATTORNEY AT LAW, PLLC

To:	City Manager Conard, Mayor McEachern, and Members of the Portsmouth City Council
cc:	Human Resources Director Harper
From:	Tom Closson
Re:	Proposed Memorandum of Agreement with the Portsmouth School District Paraeducators Union
Date:	August 26, 2026

Attached is a Memorandum of Agreement ("MOA") on an up to one (1) year extension of the current collective bargaining agreement ("CBA") between the Portsmouth Board of Education ("Board") and the Portsmouth School District Paraeducators Union ("Union"). A detailed costing analysis prepared by Nathan Lunney is also attached.

As the MOA states, the Board and the Union negotiating teams have been actively negotiating a successor CBA. However, given the complexity of possible changes to the health/dental insurance benefit provided to members of the Bargaining Unit, the parties have not yet reached a successor CBA and expect to resume their negotiations at the beginning of the 2026-2027 school year.

To ensure that the level of compensation for Bargaining Unit members remains competitive while the parties' negotiations continue, the MOA proposes to extend the current CBA for up to an additional one (1) year, meaning that the current salary schedule and the current longevity benefit will be increased by a COLA of 3.03%, effective and retroactive to July 1, 2026. All other provisions in the current CBA will remain the same.

Both the Board and the Union have already approved the MOA and I recommend it to you.

PORTSMOUTH BOARD OF EDUCATION
And
PORTSMOUTH SCHOOL DISTRICT PARAEDUCATORS

MEMORANDUM OF AGREEMENT TO EXTEND CURRENT COLLECTIVE BARGAINING AGREEMENT

1. The Portsmouth Board of Education ("the Board") and the Portsmouth School District Paraeducators ("the Union") are parties to a collective bargaining agreement that covered the period July 1, 2023, through June 30, 2026 ("the CBA").

2. The Board and the Union have been actively negotiating a successor CBA. However, given the complexity of possible changes to the health/dental insurance benefit provided to members of the Bargaining Unit, the parties have not yet reached a successor CBA and expect to resume negotiations at the beginning of the 2026-2027 school year.

3. To ensure that the level of compensation for Bargaining Unit members remains competitive while the parties' negotiations continue, the CBA will be extended until the earlier of June 30, 2027, or until the parties reach a successor CBA, meaning that the current salary schedule and the current longevity benefit will be increased by a COLA of 3.03%, effective and retroactive to July 1, 2026.

4. All other provisions in the CBA will remain unchanged, including the health/dental insurance plan and provider. This will, however, be included as part of the parties' ongoing negotiations which will resume at the beginning of the 2026-2027 school year.

5. This Memorandum of Agreement is to address a specific situation only and it is not intended to create any precedent or binding past practice between the Board and the Union.

Dated:_____

_____
Portsmouth Board of Education

Dated:_____

_____
Portsmouth School District Paraprofessionals

Approved by the Portsmouth City Council:_____

CITY OF PORTSMOUTH

Finance Department

One Junkins Avenue | Portsmouth, New Hampshire 03801
ndlunney@portsmouthnh.gov | (603) 610-7223

DATE: August 12, 2026

TO: City Manager Conard
Mayor McEachern
Members of the City Council

FROM: Nathan Lunney, Deputy City Manager – Finance & Administration

RE: Costs of Proposed MOA to 1-Year Extension with Paraeducators

The Finance Department has reviewed the proposed memorandum of agreement to extend the current agreement with the Portsmouth School District Paraeducators for the coming fiscal year to identify new cost items.

The current adopted FY27 City Budget for the School Department includes funding for anticipated paraeducator positions, with step increases on the previous wage scale as appropriate, and longevity stipends as per the expiring agreement.

The MOA would generate new General Fund costs for only the COLA of 3.03% plus related payroll taxes and retirement contributions. Those costs are estimated to be:

Wages:	$ 49,090
FICA:	3,755
Retirement:	3,130
Total Estimated:	**$ 55,975**

Grant and revenue funded positions outside of the General Fund are self-funded and so not included in the calculation above. Those positions are estimated to realize $38,614 in new costs related to the MOA.

2027 SCHEDULE OF CITY COUNCIL MEETINGS AND WORK SESSIONS

Regular Meetings – 7:00 p.m.

January 4, *19 (Tuesday)
***Tuesday**

February 1 and *16 (Tuesday)
*Tuesday

March 1 and 15

April 5 and 19

May 3 and **24
**Public Hearing on Budget

June **7 and 21
**Continuation of Public Hearing and Adoption of the Budget

July 12 (One meeting for the month of July)

August 2 and **16
**CIP Kickoff

September *7 (Tuesday) and 20
***Tuesday**

October 4, **7, and 18
****Thursday** - Citizen Request Subcommittee ~ Review the Citizen Request Projects

November 15
CIP Joint Public Hearing
(City Council & Planning Board)

December *6 and 20
*Adoption of the CIP

Work Sessions – 6:00 p.m.

January 13th (Budget Planning Session) 6:00 p.m. (or Thursday 1/14/27)

May 10th (City Council Budget **Work Session #1** – General Fund Monday @ 6:00 p.m.)
May 12th (City Council Budget **Work Session #2** - Enterprise & Special Revenue Funds)
May 27th (City Council **Work Session** – Budget Review)

November 10th (CIP Joint **Work Session** with City Council and Planning Board (full Presentation)
November 18th (Thursday Planning Board Meeting - Recommendation of the CIP to City Council

DRAFT

Millennium Running
138 Bedford Center Rd.
Bedford, NH 03110
Tel: 603-488-1186
www.millenniumrunning.com

August 6, 2026

Karen S. Conard, City Manager
City of Portsmouth
1 Junkins Avenue
Portsmouth, NH 03801

RE: Event Request - New Castle 10k

Dear Ms. Conard,

I am writing you, on behalf of Millennium Running with the permissions of the Town of New Castle, for the City of Portsmouth's approval to host the 2027 New Castle 10k on Sunday, April 25 at 9:30 AM.

Just as we do for other events in the City of Portsmouth and in the State of NH, we will work in complete cooperation with our local municipal Police and Fire Departments and venue partners to ensure a safe event.

The has a start and finish at Great Island Common in New Castle, NH. A 1.7 mile portion of the famous 6.2 mile course runs through the City of Portsmouth using Sagamore Avenue, South Street, and New Castle Avenue.

The course map can be viewed at https://connect.garmin.com/modern/course/86903275

This event will be making charitable donations to our official charity, Girls on the Run NH, as well as numerous local high school organizations from Exeter, Winnacunnet, Oyster River, and Portsmouth High Schools. To date, Millennium has distributed over $1.3 Million to local organizations from our signature events. We look forward to producing safe, first-class events for our running community while raising funds for our charitable partners.

Further information on the race can be found at https://www.millenniumrunning.com/newcastle or by contacting me directly with any questions and/or concerns.

Thank you for your support of our event and the running community!

Thank you,

Mike Peabody

Mike Peabody, C.O.O.
Millennium Running

Attached:
- Course Map
- Turn-by-Turn Directions & Timeline

2027 Course Map



New Castle 10k Turn-By-Turn Direction and Timeline.

Mileage	Instruction	First Runner	Last Runner
0	START on Tabutt Memorial Way / Great Island Common	9:30 AM	9:33 AM
0.18	LEFT onto Wentworth Rd	9:30 AM	9:36 AM
2.08	RIGHT onto Sagamore Ave/ Rt 1A	9:40 AM	10:15 AM
3.15	RIGHT onto South St	9:45 AM	10:37 AM
3.57	RIGHT onto New Castle Ave	9:47 AM	10:45 AM
3.73	RIGHT to continue on New Castle Ave/ Rt 1B	9:48 AM	10:48 AM
4.28	Continue STRAIGHT onto Portsmouth Ave/ Rt 1B	9:51 AM	11:00 AM
5.16	Stay LEFT to continue onto Cranfield St/ Rt 1B	9:55 AM	11:18 AM
5.34	RIGHT to continue onto Main St/ Rt 1B	9:56 AM	11:21 AM
5.65	RIGHT onto Wentworth Rd/ Rt 1B	9:58 AM	11:28 AM
6.03	LEFT onto Tabutt Memorial Way / Great Island Common	10:00 AM	11:35 AM
6.2	FINISH	10:01 AM	11:39 AM

August 31, 2026

Dear Mayor McEachern and Members of the Portsmouth City Council,

I am writing on behalf of the Seacoast Paddleboard Club (SPC) to seek your approval to host our 8th Annual Halloween Costume paddle on Sunday, October 25, 2026, from 11:00 a.m. to 1 p.m. at the Peirce Island Boat Ramp.

This event, which typically attracts 20 - 30 paddlers, serves as a fundraiser for the Portsmouth Halloween Parade. We will once again have an insurance binder created for this event naming the City as additionally insured, as we did last year.

We also plan to host a Park cleanup from 11 a.m. to 12 pm This event will be open to the general public.

If you have any questions or recommendations, please let me know. If you'd prefer to speak with me by phone, I can be reached at 603.498.8198.

Thank you for your time and consideration.

Respectfully,

Chris Carragher
Founder
Seacoast Paddleboard Club

Pro Portsmouth Inc.
ARTS * CULTURE * HISTORY * COMMUNITY

September 8, 2026

Mayor McEachern and the City Council
City of Portsmouth
1 Junkins Avenue
Portsmouth NH 03801

Dear Mayor McEachern and Council:

On behalf of Pro Portsmouth, Inc., I am requesting the City's permission to produce the following:

- **First Night Portsmouth 2027** Thursday, December 31, 2026.
  Activities:
  Ice Sculpture – Market Square/North Church
  Fireworks – South Mill Pond – Time: 7:30pm (Parrott Avenue plus various lot closures for fire safety zone)
  Street closures – Church Street @ Congress Street – 1pm to 5pm (assembly of ice sculpture)
- **Children's Day,** Sunday, May 2, 2027; Noon – 4pm.
  Street closure: 11am – 4:30pm – Pleasant Street: State Street to Market Square, no parking on Market Street – Bow Street to ISSCo. entrance (creates an extra pedestrian "lane.")
- **50th Annual Market Square Day Festival & 10K Road Race**,
  Saturday, June 12, 2027; 9am – 4pm
  Street closures – Downtown streets from 5am – 6pm.
  Race course – 9:00am start
  Roving closures along the course, with Marcy Street between Mechanic & Court Streets closed to traffic from 7:30am – 11am.
- **24th Annual Summer in the Street**, Saturday evenings 5:30pm – 8:30pm
  July 3*, 10, 17, 24, 31, August 7* (*If the City goes with July 3rd for fireworks, we won't hold SITS, will add August 7th)
  Street Closures: 4pm (set up) – 9:00pm (clean up) – Pleasant Street – Porter Street to Market Square.

P.O. Box 967
Portsmouth, NH 03802-0967
www.proportsmouth.org

First Night Sponsorship:
We respectfully request the City's financial support to defray the costs of the free elements of the event. The combined overall costs of outdoor activities (fireworks, ice sculpture) are once again projected to cost $15,000 this year. Accordingly, we are requesting that, as was the case in prior years, the City joins us as a sponsor in support of the fireworks' display in the amount of $3,000. We would acknowledge the City of Portsmouth as the official sponsor of the fireworks in all promotional materials.

Your consideration of this request is greatly appreciated, and your support will ensure that this event continues to draw thousands of visitors to the City, supporting our local performers, businesses and community as a whole.

I look forward to meeting with you to discuss the permitting process for all of our upcoming events.

Thank you in advance for your consideration.

Best regards,



Barbara Massar
Executive Director

cc: Karen Conard, City Manager

City of Portsmouth

Department of Public Works

Request for inclusion on a City Council Agenda

TO:	Karen Conard, City Manager
CC:	Carl Weber, Deputy City Manager Sally Kellar, City Clerk Jessica Griffin, Asst. to the City Manager
FROM:	Peter Rice, Director of Public Works
DATE:	9/3/2026
AGENDA ITEM:	Active City Encumbrances Report

REQUESTED MEETING DATE: 9/14/2026

RECOMMENDED BY: Peter Rice, Director of Public Works

STAFF RECOMMENDATION:

On December 8, 2025, the City Council approved an amendment to Chapter 6 which consolidated all references to licenses and permits for encumbering City property into one ordinance. The ordinance provides that the City Manager will provide the City Council with monthly written reports for all permits for temporary encumbrances. The Council's acceptance of the report constitutes its acceptance and endorsement of the permits listed. The attached Active City Encumbrances Report should be included under the Consent Agenda for acceptance by the Council.

Proposed Motion: Move to accept the Active City Encumbrances Report as presented.

Active Encumbrance Permits

Record #	Encumbrance Requested	Applicant Name	Address	Start Date	Completion Date	Work Detail
ENCM-26-49	30-Day	East Coast Masonry	1 Harbour Place Unit 2-1	8/18/2026	9/18/2026	Repoint brick on Bow Street side, detouring pedestrians. Work will be done in phases.
ENCM-26-52	30-Day	Benjamin Robbins/Doug's Tree Service	48 Langdon St, Unit 50	8/17/2026	9/14/2026	Tree removal with crane. Rerouting pedestrians.
ENCM-26-59	30-Day	Keith Trefethen	222 Court Street	8/25/2026	9/8/2026	Staging set up for façade repairs.

Previously reported to Council

HOEFLE, PHOENIX, GORMLEY & ROBERTS, PLLC
ATTORNEYS AT LAW
127 Parrott Avenue | Portsmouth, NH, 03801
Telephone: 603.436.0666 | Facsimile: 603.431.0879 | www.hpgrlaw.com

August 18, 2026

The Honorable Mayor Deaglan McEachern
Portsmouth City Council
1 Junkins Avenue
Portsmouth, NH 03801

RE: Petition for Discontinuance of Abandoned Portion of Cornwall Street Pursuant to NH RSA 231:43

Dear Mayor McEachern and City Council Members:

This office represents Regan Electric Company, Inc. ("Regan Electric"), owner of real property located at 98 Cornwall Street (Tax Map 139, Lot 1) ("98 Cornwall"). Please accept this submission as Regan Electric's petition pursuant to RSA 231:43 to discontinue the abandoned portion of Cornwall Street, consisting of 2,340 S.F., that crosses 98 Cornwall and ends at land of the Boston and Maine Corporation (the Railroad). In support, Regan Electric states as follows.

Background

Cornwall Street was dedicated in 1845 by the recording of a subdivision plan (dated 1815) and was used as a public street to access residential structures on what is now 98 Cornwall from the late 1800's through the 1930's. As laid out, Cornwall Street ends at the northern property line of 98 Cornwall, where it abuts the Railroad, which was originally the southern shore of the North Mill Pond.

In the 1930's Portsmouth Ice and Coal Co., Inc. ("Portsmouth Ice & Coal") acquired the individual lots making up 98 Cornwall and removed the residential structures and blocked off Cornwall Street and began using 98 Cornwall to distribute ice and coal. In 1951, the Receiver for Portsmouth Ice & Coal sold 98 Cornwall to Charles H. Walker and the property was operated by the C.B. Walker Co. as a coal distribution facility. During the 1950's, the existing coal shed was

DANIEL C. HOEFLE
R. TIMOTHY PHOENIX
LAWRENCE B. GORMLEY
R. PETER TAYLOR
ALEC L. MCEACHERN
KEVIN M. BAUM
JACOB J.B. MARVELLEY
GREGORY D. ROBBINS
PETER V. DOYLE
MONICA F. KIESER
CHRISTOPHER P. MULLIGAN
STEPHANIE J. JOHNSON
MATTHEW J. COWAN
STEPHEN H. ROBERTS In Memoriam
OF COUNSEL:
SAMUEL REID &

extended across the width of Cornwall Street, physically obstructing entry to 98 Cornwall. This coal shed was removed in the late 1970's, leaving a concrete pad and retaining wall in place. In 1980, Charles H. Walker sold 98 Cornwall and after several intervening owners Regan Electric purchased it in 1992.

Cornwell Street has not physically existed on 98 Cornwall for approximately 90 years and there is no visible evidence of it today. Under RSA 229:5, VII, the portion of Cornwall Street located on 98 Cornwall was rendered a Class VI road, based on the City not maintaining and repairing it in suitable condition for travel for a period of 5 successive years or more. The City's tax maps do not show Cornwall Street as being located on 98 Cornwall and Regan Electric has always paid property taxes on the Cornwall Street land located on 98 Cornwall, as if it owned the fee title.

Supporting Exhibits

Based upon our review of relevant title records, Cornwall Street and the surrounding lots were created (and the roadways dedicated) pursuant to a plan entitled "Plan of the Rock Field in the Town of Portsmouth," prepared by Benjamin Akerman, dated 1815, and recorded in the Rockingham County Registry of Deeds as Plan 00562 on November 10, 1845 (the "1815 Plan"). Exhibit 1. The 1815 Plan shows Cornwall Street extending to the shore of Islington Creek, a body of water now known as the North Mill Pond, and the 98 Cornwall property as consisting of approximately seven separate lots. Id. Also attached is a Certified Sanborn Map report showing the history of 98 Cornwall over time from 1887 through 1980 (the "Sanborn Maps"). Exhibit 2. The 1949 Sanborn Map shows that the buildings that had fronted Cornwall Street on the 1920 Sanborn Map had been removed, and the separate lots merged into one parcel, as it exists today, with a coal shed partially obstructing the path of Cornwall Street. Exhibit 2 at p. 5. The title history suggests the section of Cornwall Street located on 98 Cornwall was abandoned between 1930 and 1940 when Portsmouth Ice & Coal acquired ownership of the 98 Cornwall lots, resulting in the configuration shown on the 1949 Sanborn Fire Map (Exhibit 2 at p. 5). After 1949, the Sanborn Maps show Cornwall Street ending at 98 Cornwall's property line, with the coal shed extending across the entire width of Cornwall Street until its removal in the late 1970's. Exhibit 2. Today, the City's Tax Map (Exhibit 3) and GIS Map (Exhibit 4) both show Cornwall Street stopping at 98 Cornwall's property line, rather than continuing through that property to what is now the Railroad, as shown on the 1815 Plan.

The portion of Cornwall Street bisecting Regan Electric's Property cannot be used as a public way in its current condition. Photos of the area indicate that mature trees, shrubs, and other greenery have grown into the untraveled portion of Cornwall Street. (Exhibit 5). In addition, the Draft Street Discontinuance Plan prepared in support of Regan Electric's request shows a chain

link fence and a concrete retaining wall from the old coal shed, spanning across Cornwall Street at 98 Cornwall's property line. (Exhibit 6).

Justification

While Cornwall Street is a Class V road, the portion of Cornwall Street located on 98 Cornwall has not been maintained and repaired by the City of Portsmouth in suitable condition for travel for a period exceeding five years, rendering it a Class VI road pursuant to RSA 229:5, VII. As indicated on the attached exhibits, it is unlikely that this abandoned section of Cornwall Street will ever be improved for use as a public street because it would go nowhere and serve no one. Under RSA 231:43, the unused section of Cornwall Street contained within Regan Electric's Property can be discontinued by City vote. Discontinuance will be consistent with the City's maps, its tax assessments, and Regan Electric's use of its property and will cause no harm or prejudice to the City or its citizens. Any physical extension of Cornwall Street beyond the existing constructed portion would serve no public purpose and no lots require access to this unused portion of Cornwall Street for ingress or egress.

Requested Relief

Regan Electric requests the City Council vote to discontinue the abandoned portion of Cornwall Street located on 98 Cornwall Street, as shown on the Street Discontinuance Plan, subject to the City's continued right to maintain the existing sewer line passing through 98 Cornwall, as expressly provided for in RSA 231:46.

Accordingly, Regan Electric respectfully request that the City Council formally vote to:

a. Release any and all right, title, and interest of the City in and to the abandoned portion of Cornwall Street beginning at an iron rod found at the southeasterly corner of Tax Map 139, Lot 1 thence South 57°02'43" West a distance of 38.92'to an iron rod, thence turning and running North 33°43'00" West a distance of 74.02' to an iron rod, thence turning and running North 42°03'55" East a distance of 30.95' to an iron rod, thence turning and running South 33°43'00" East a distance of 82' to the point of beginning, being a total of 2,340 s.f.; and

b. That any such release be made subject to the retention of a sewer easement for the benefit of the City for any existing public utilities within the released area.[1]

[1] The Street Discontinuance Plan shows a small portion of an existing public sewer line running through the unused portion of Cornwall Street. Regan Electric proposes reservation of a 20' sewer easement to provide the City access to the sewer line for maintenance and repairs.

Please do not hesitate to contact me for any additional information or if anything further is needed to complete the requested release. Thank you for your time and attention to this request.

Sincerely,

Stephanie J. Johnson

cc: Regan Electric
Attorney Trevor McCourt

Enclosures: Exhibit 1 – 1815 Plan
Exhibit 2 – Certified Sanborn® Map Report
Exhibit 3 – Tax Map 139
Exhibit 4 – GIS Map
Exhibit 5 – Google Earth Site Photos
Exhibit 6 – Street Discontinuance Plan

EXHIBIT 1

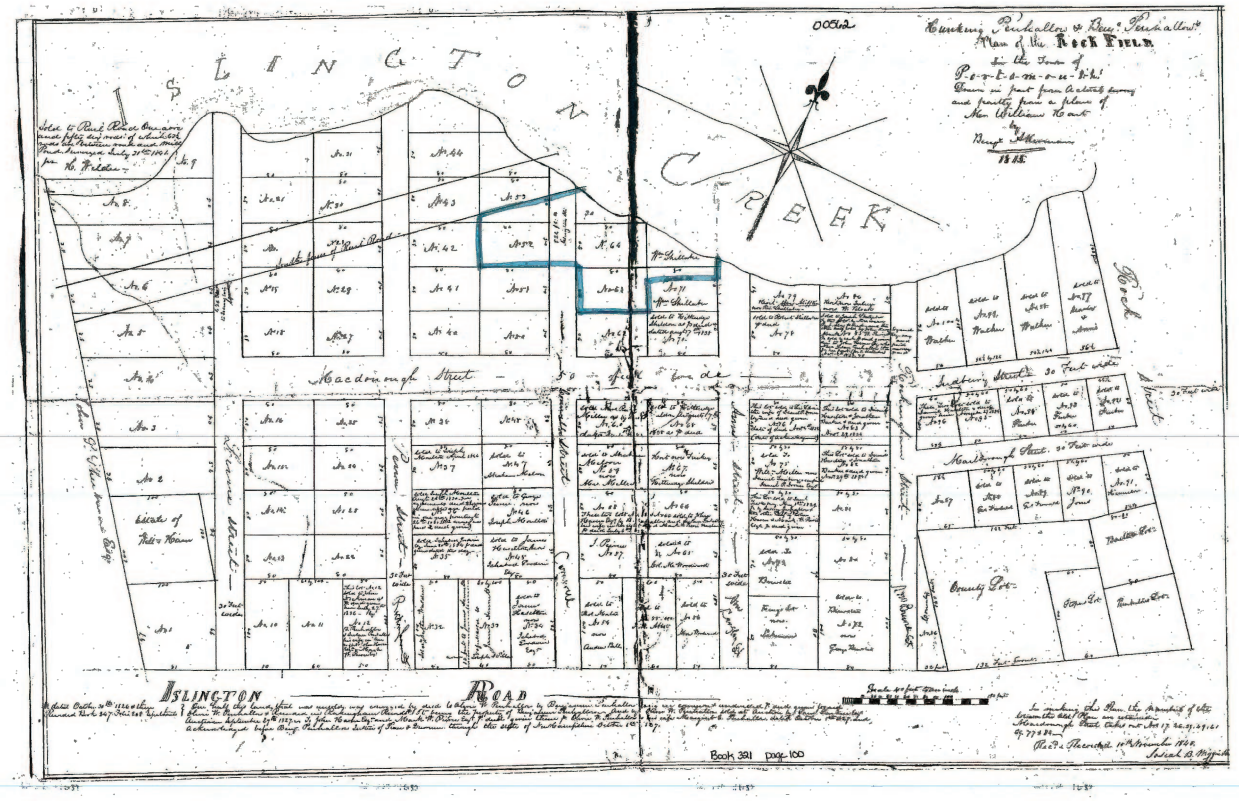

Hawkins Pendallon & Wm. Pendallon
Map of the ROCK FIELD
in the Town of
Drawn in part from a draft formerly
and partly from a plan of
Mrs William Coate
by
Nov. 1845
Islington
Road
Book 321 page 100

EXHIBIT 2

Regan Electric
94 Langdon Street
Portsmouth, NH 03801

Inquiry Number: 8162072.3
November 04, 2025

Certified Sanborn® Map Report

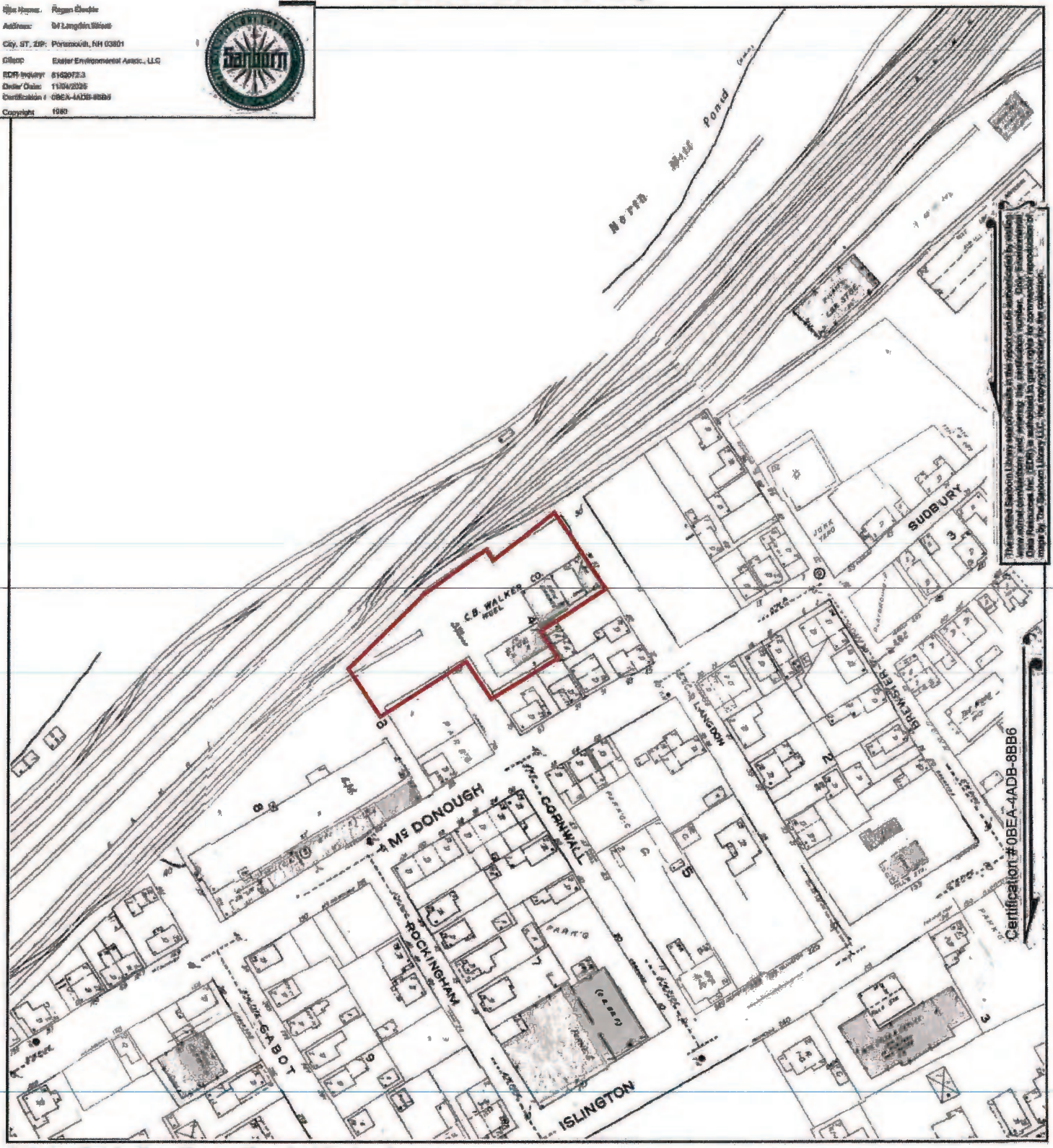
6 Armstrong Road, 4th floor
Shelton, CT 06484
Toll Free: 800.352.0050
www.edrnet.com

EDR

Certified Sanborn® Map

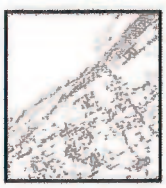
1980

Site Name: Regan Electric
Address: 94 Langdon Street
City, ST, ZIP: Portsmouth, NH 03801
Client: Eastar Environmental Assoc., LLC
EDR Inquiry: 8162072.3
Order Date: 11/04/2025
Certification #: 0BEA-4ADB-8BB6
Copyright: 1980



This Certified Sanborn Map combines the following sheets.
Outlined areas indicate map sheets within the collection.

0 Feet 150 300 600





Volume 1, Sheet 5
Volume 1, Sheet 4

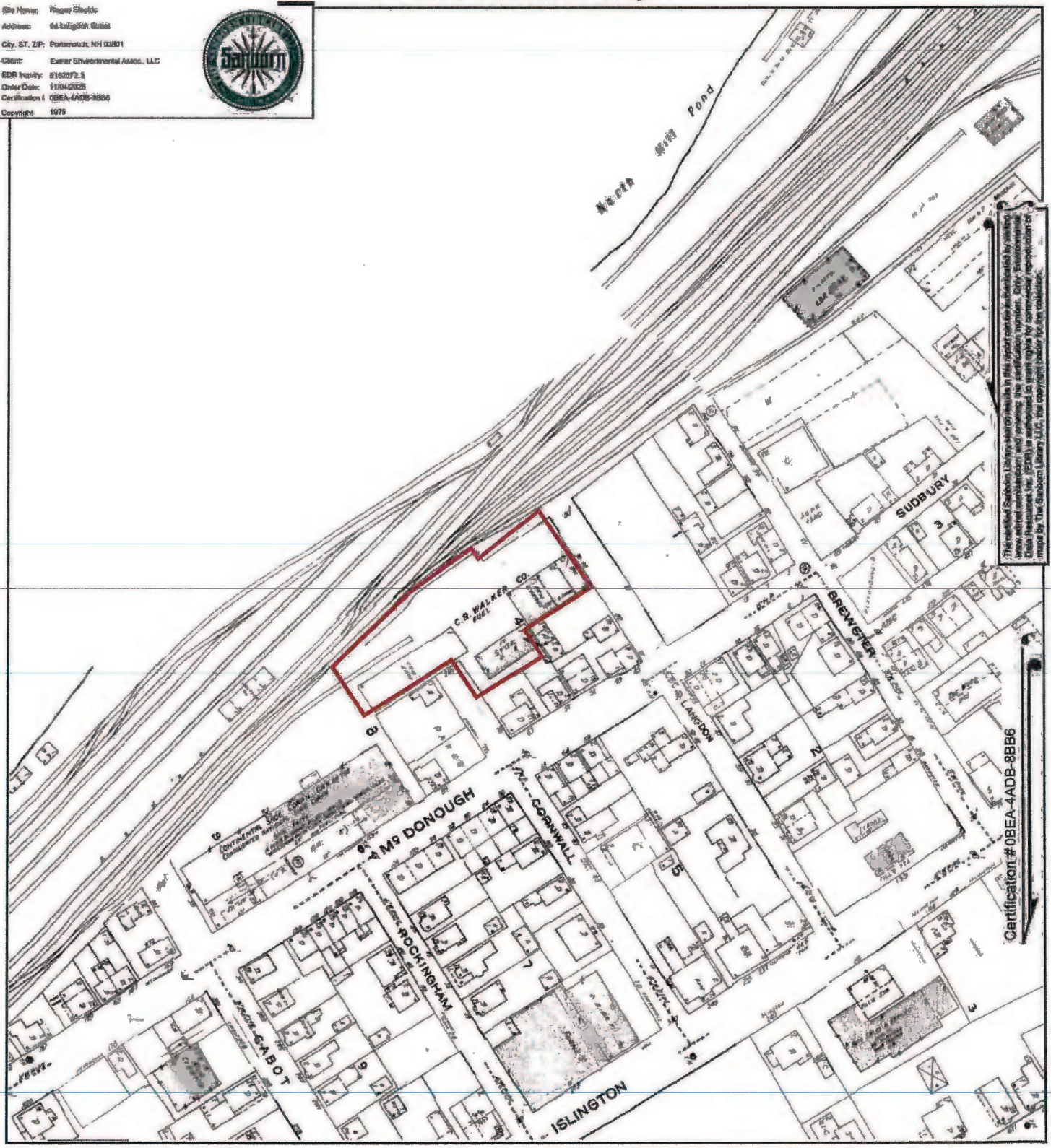
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8162072 - 3 page 6

Certified Sanborn® Map

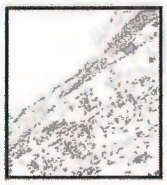
1975

Site Name: Regal Electric
Address: 44 Islington Street
City, ST, ZIP: Portsmouth, NH 03801
Client: Exeter Environmental Assoc., LLC
EDR Inquiry: 8162072.3
Order Date: 11/04/2025
Certification #: 0BEA-4ADB-8BB6
Copyright: 1975



This Certified Sanborn Map combines the following sheets.
Outlined areas indicate map sheets within the collection.

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Volume 1, Sheet 4
Volume 1, Sheet 5

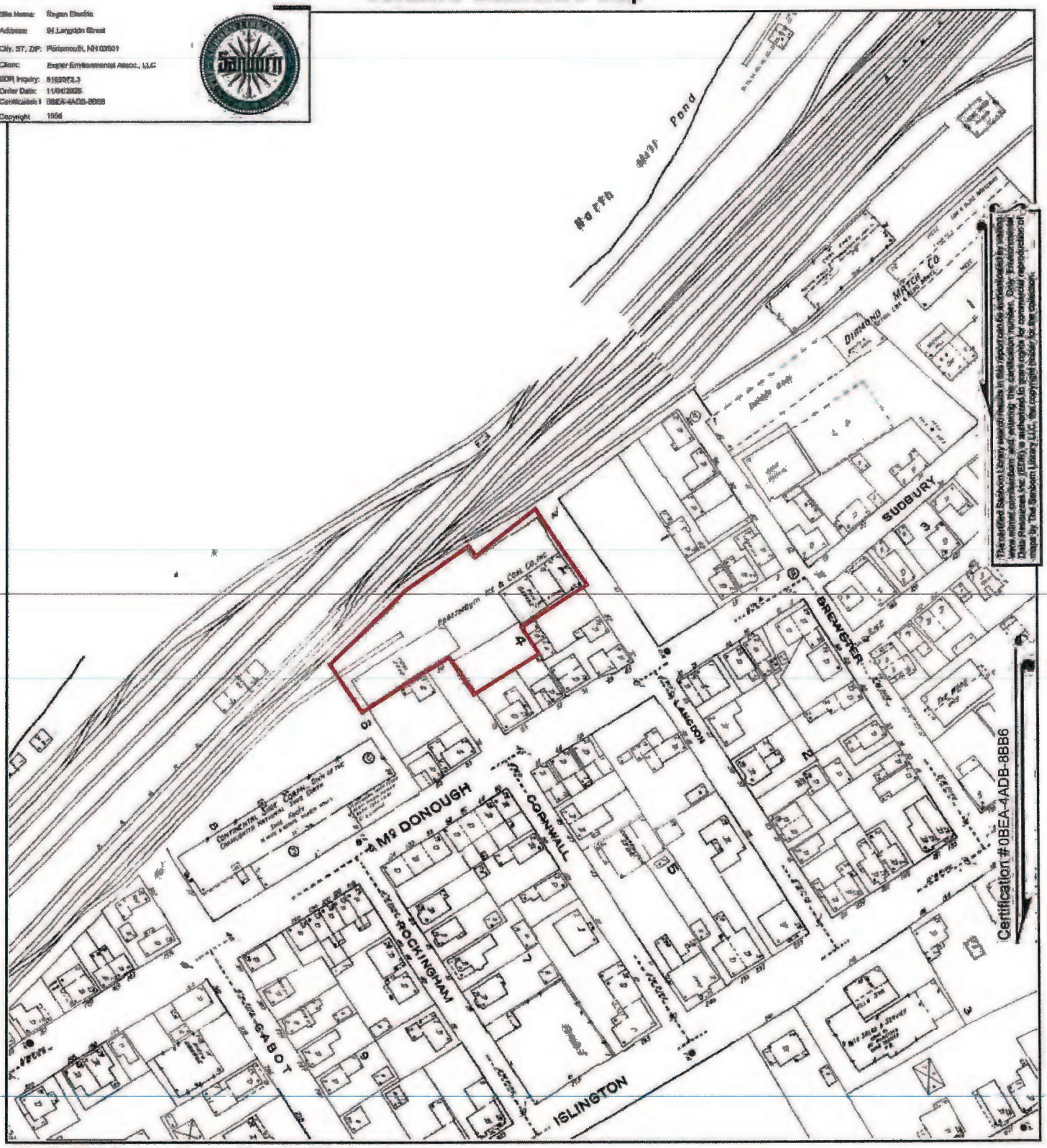
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8162072 - 3 page 7

Certified Sanborn® Map

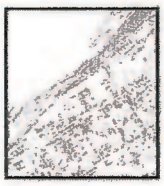
1956

Site Name: Regan Electric
Address: 84 Langdon Street
City, ST, ZIP: Portsmouth, NH 03801
Client: Eagle Environmental Assoc., LLC
EDR Inquiry: 8162072.3
Order Date: 11/04/2025
Certification #: 0BEA-4ADB-8BB6
Copyright: 1956



This Certified Sanborn Map combines the following sheets.
Outlined areas indicate map sheets within the collection.

0 Feet 150 300 600





Volume 1, Sheet 5
Volume 1, Sheet 4

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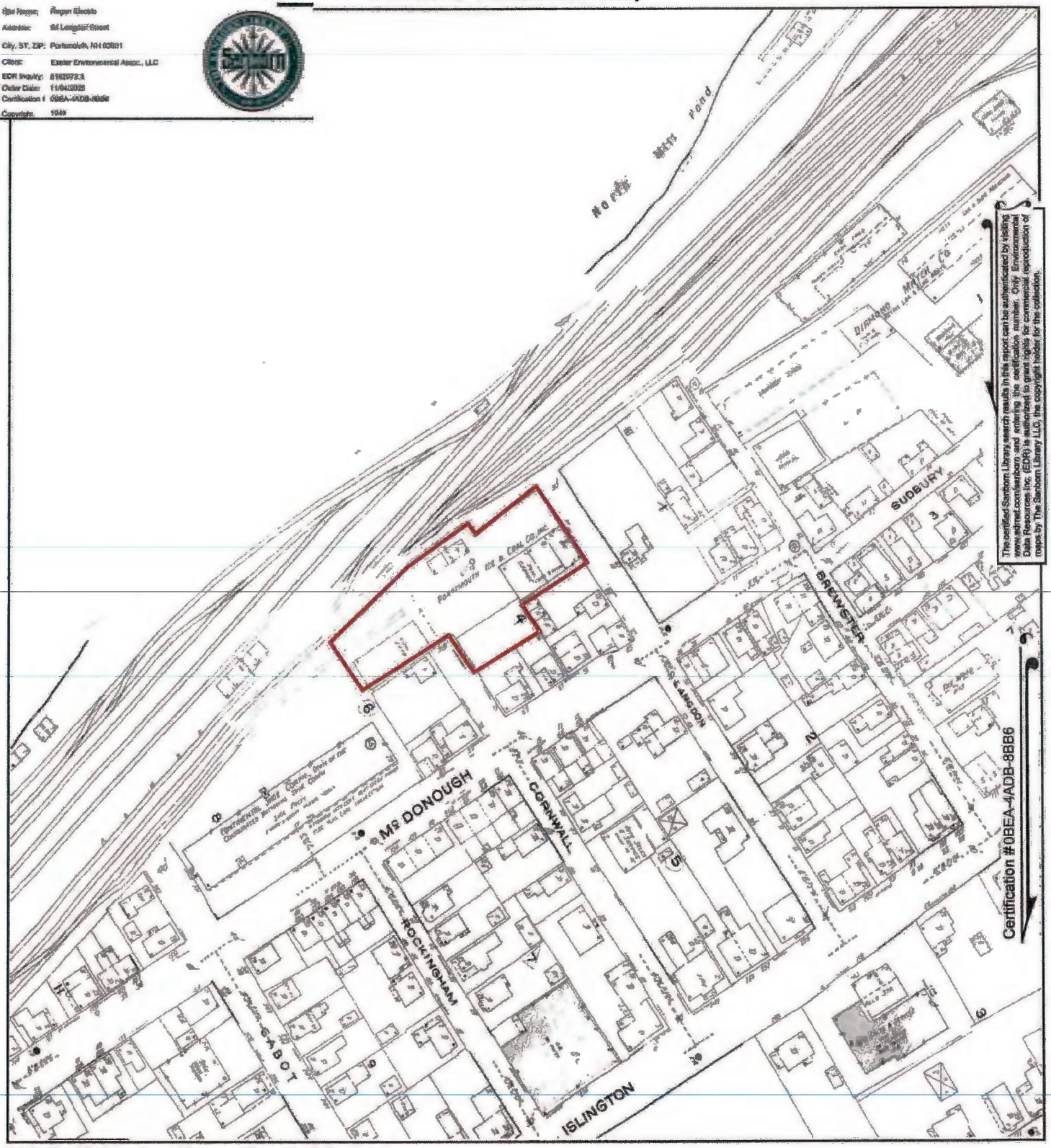
8162072 - 3 page 8

EDR

Certified Sanborn® Map

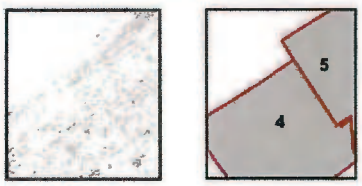
1949

Site Name: Roger Brooks
Address: 64 Langdon Street
City, ST, ZIP: Portsmouth, NH 03801
Client: Exeter Environmental Assoc., LLC
EDR Inquiry: 8162072.3
Order Date: 11/04/2020
Certification #: 0BEA-4ADB-8BB6
Copyright: 1949



This Certified Sanborn Map combines the following sheets.
Outlined areas indicate map sheets within the collection.

0 Feet 150 300 600



Volume 1, Sheet 4
Volume 1, Sheet 5

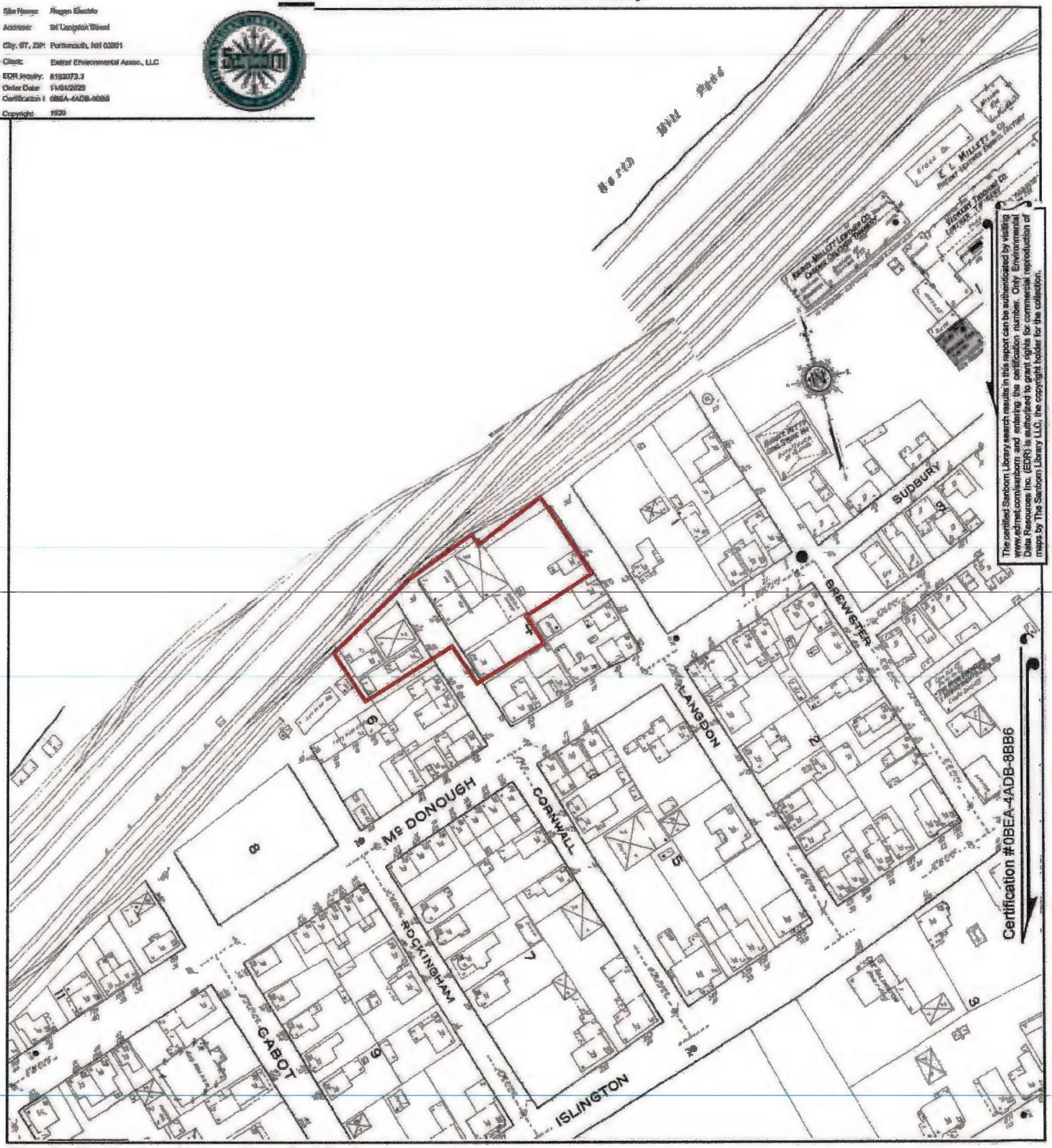
N

8162072 - 3 page 9

Certified Sanborn® Map

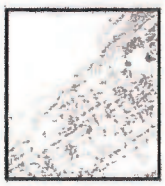
1920

Site Name: Regan Electric
Address: 94 Langdon Street
City, ST, ZIP: Portsmouth, NH 03801
Client: Exeter Environmental Assoc., LLC
EDR Inquiry: 8162072.3
Order Date: 11/04/2020
Certification #: 0BEA-4ADB-8BB6
Copyright: 1920



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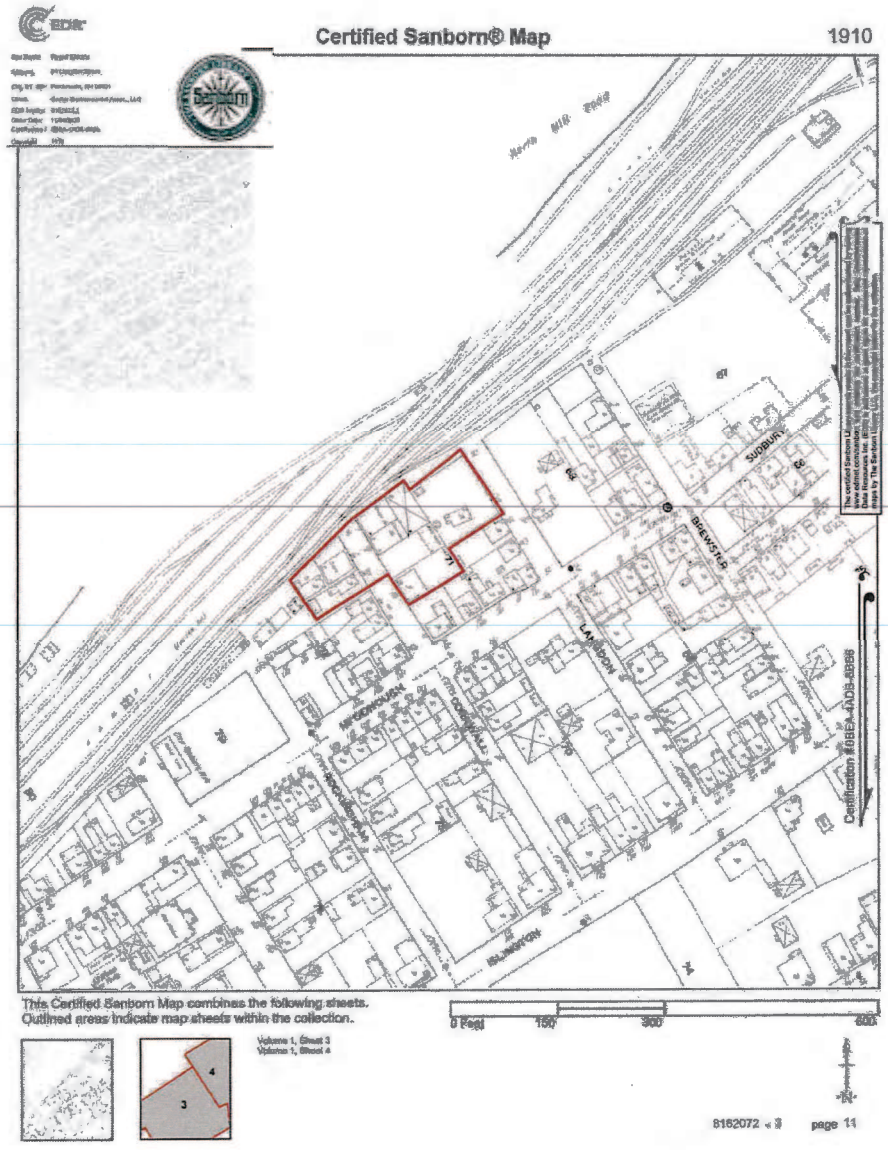




Volume 1, Sheet 5
Volume 1, Sheet 4

N

8162072 - 3 page 10

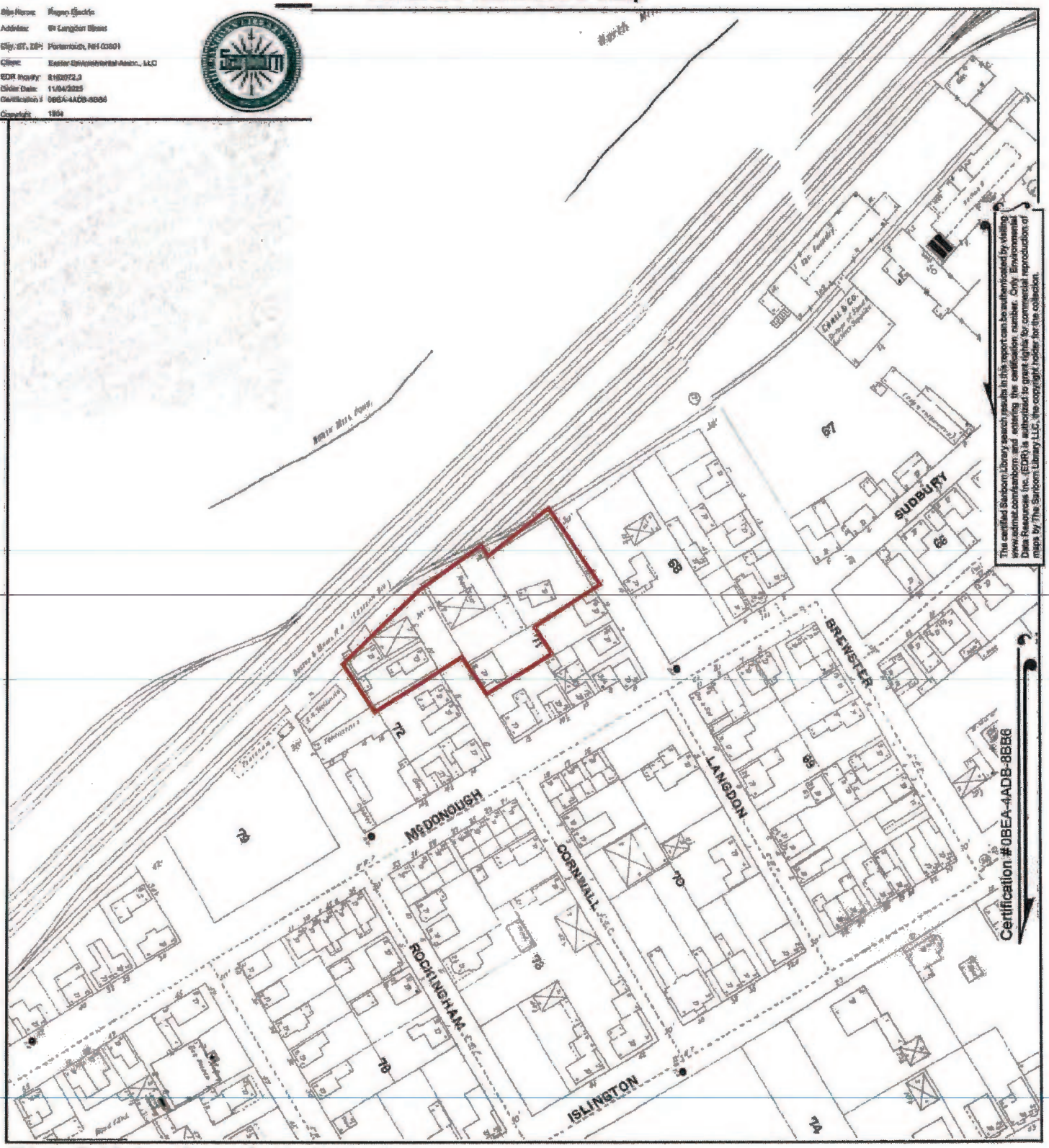

Certified Sanborn® Map
1910
SUDBURY
BRATTLE
LAWSON
HAWTHORN
COOLIDGE
ISLINGTON
This Certified Sanborn Map combines the following sheets.
Outlined areas indicate map sheets within the collection.
0 Feet
150
300
600
8162072 - 3
page 11

EDR

Certified Sanborn® Map

1904

Site Name: Regan Electric
Address: 69 Langdon Street
City, ST, ZIP: Portsmouth, NH 03801
Client: Eastar Environmental Assoc., LLC
EDR Inquiry: 8162072.3
Order Date: 11/04/2025
Certification #: 0BEA-4ADB-8BB6
Copyright: 1904



This Certified Sanborn Map combines the following sheets.
Outlined areas indicate map sheets within the collection.





Volume 1, Sheet 5
Volume 1, Sheet 4

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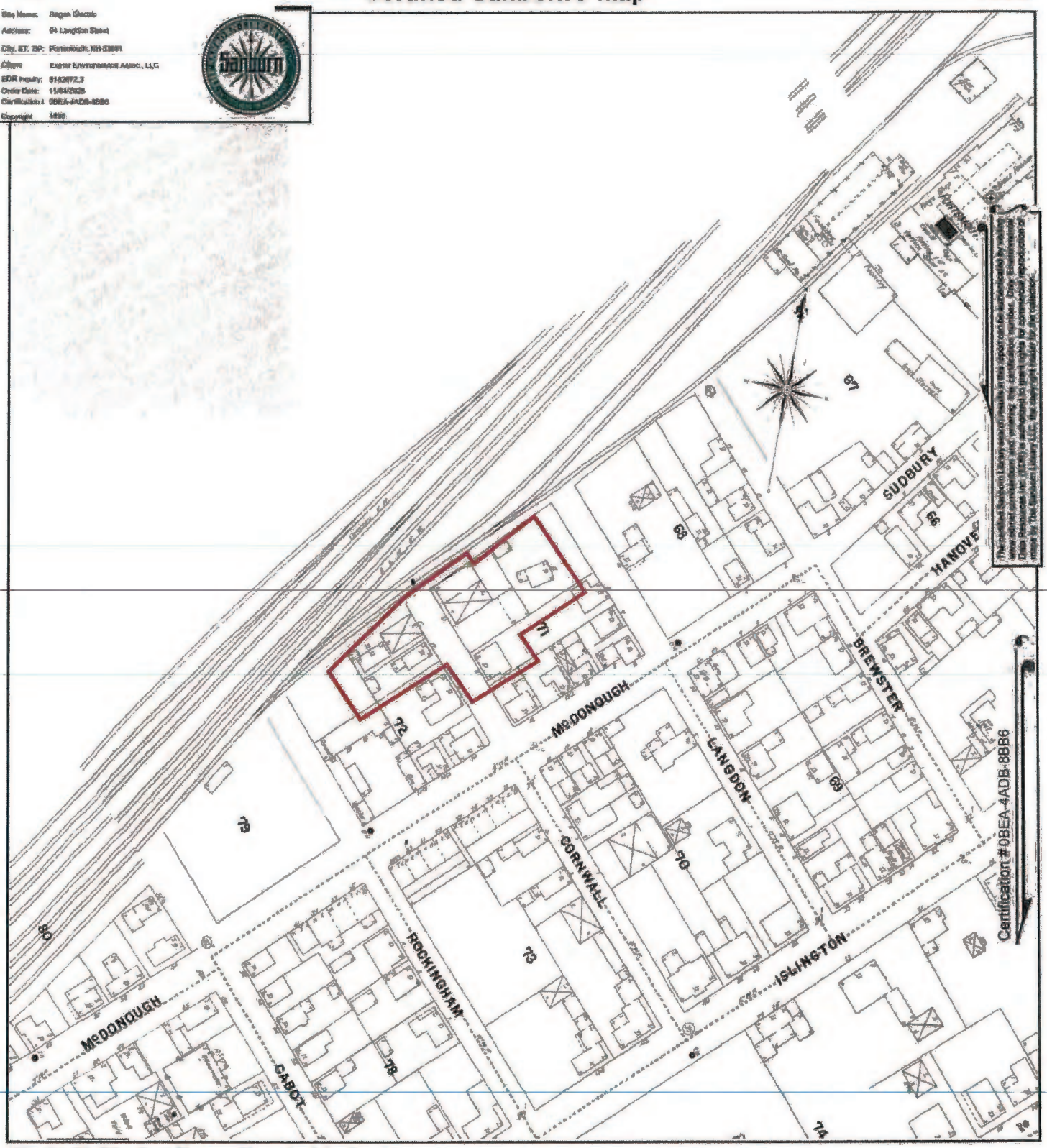
N

8162072 - 3 page 12

Certified Sanborn® Map

1898

Site Name: Regan Electric
Address: 64 Langdon Street
City, ST, ZIP: Portsmouth, NH 03801
Client: Exeter Environmental Assoc., LLC
EDR Inquiry: 8162072.3
Order Date: 11/04/2025
Certification #: 0BEA-4ADB-8BB6
Copyright: 1898



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0 Feet 150 300 600





Volume 1, Sheet 12
Volume 1, Sheet 14

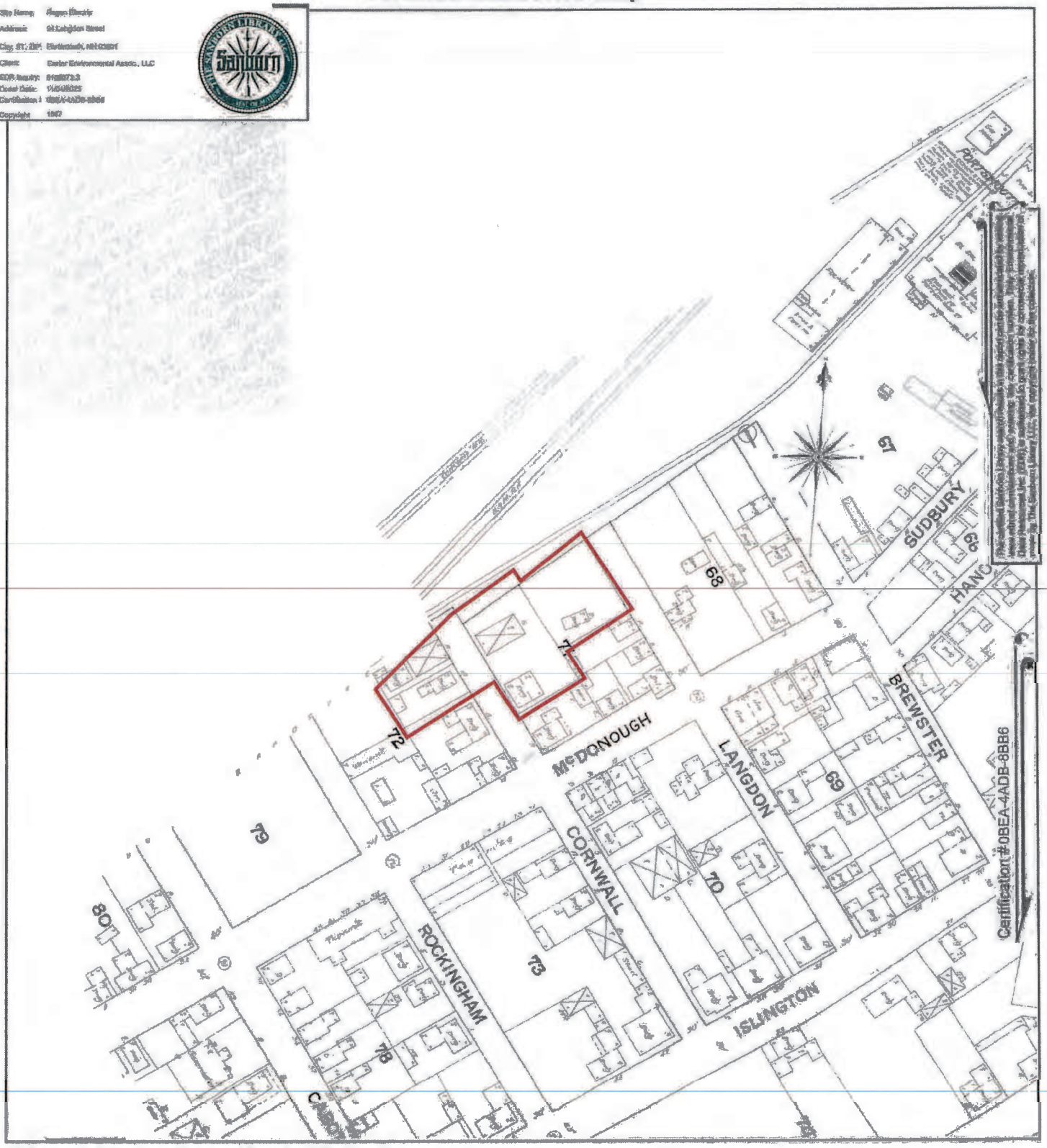
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8162072 - 3 page 13

Certified Sanborn® Map

1887

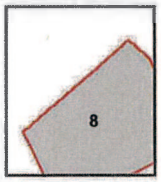
Site Name: Hagan Electric
Address: 34 Langdon Street
City, ST, ZIP: Charlestown, MA 02129
Client: Exeter Environmental Assoc., LLC
EDR Inquiry: 8162072.3
Cover Date: 11/04/2025
Certification #: 0BEA-4ADB-8BB6
Copyright: 1887



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Outlined areas indicate map sheets within the collection.

0 Feet 150 300 600





Volume 1, Sheet 8

N

8162072 - 3 page 15

City of Portsmouth, NH

EXHIBIT 4
June 2, 2026



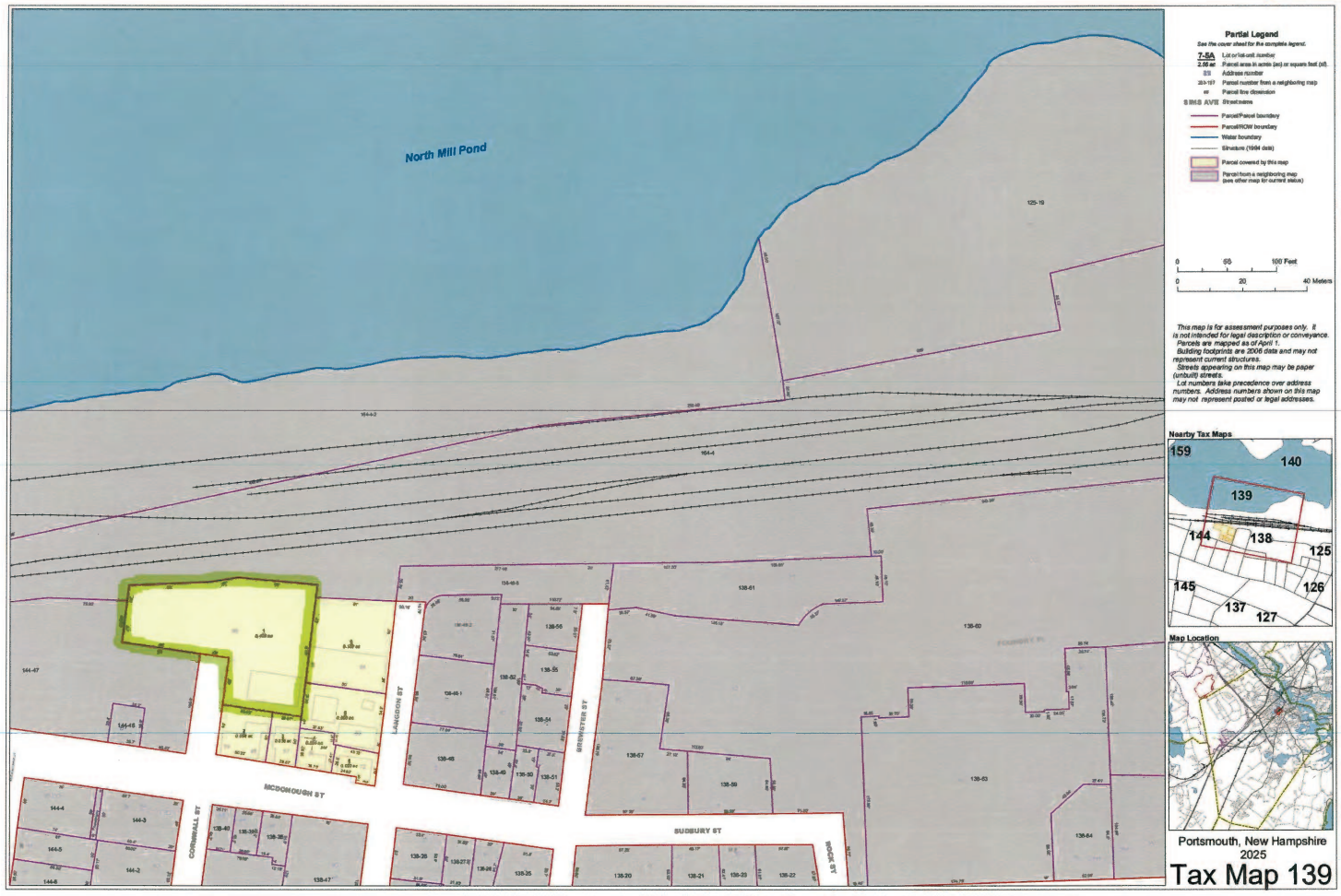
MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT

City of Portsmouth, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 03/06/2026

Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.

EXHIBIT 3


North Mill Pond
LANGDON ST
BRIDGE ST
MCDONOUGH ST
CORNWALL ST
SUDBURY ST
Partial Legend
See the cover sheet for the complete legend.
7-5A Lot or lot-unit number
2.56 ac Parcel area in acres (ac) or square feet (sf).
53 Address number
20-197 Parcel number from a neighboring map
or Parcel line dimension
SMS AVE Street name
Parcel/Parcel boundary
Parcel/ROW boundary
Water boundary
Structure (1994 data)
Parcel covered by this map
Parcel from a neighboring map (see other map for current status)
0 50 100 Feet
0 20 40 Meters
This map is for assessment purposes only. It is not intended for legal description or conveyance. Parcels are mapped as of April 1. Building footprints are 2006 data and may not represent current structures. Streets appearing on this map may be paper (unbuilt) streets. Lot numbers take precedence over address numbers. Address numbers shown on this map may not represent posted or legal addresses.
Nearby Tax Maps
159
140
139
144
138
125
145
126
137
127
Map Location
Portsmouth, New Hampshire
2025
Tax Map 139

City of Portsmouth, NH

EXHIBIT 4
June 2, 2026



MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT

City of Portsmouth, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 03/06/2026

Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.

EXHIBIT 5

99 Cornwall St

Portsmouth, New Hampshire



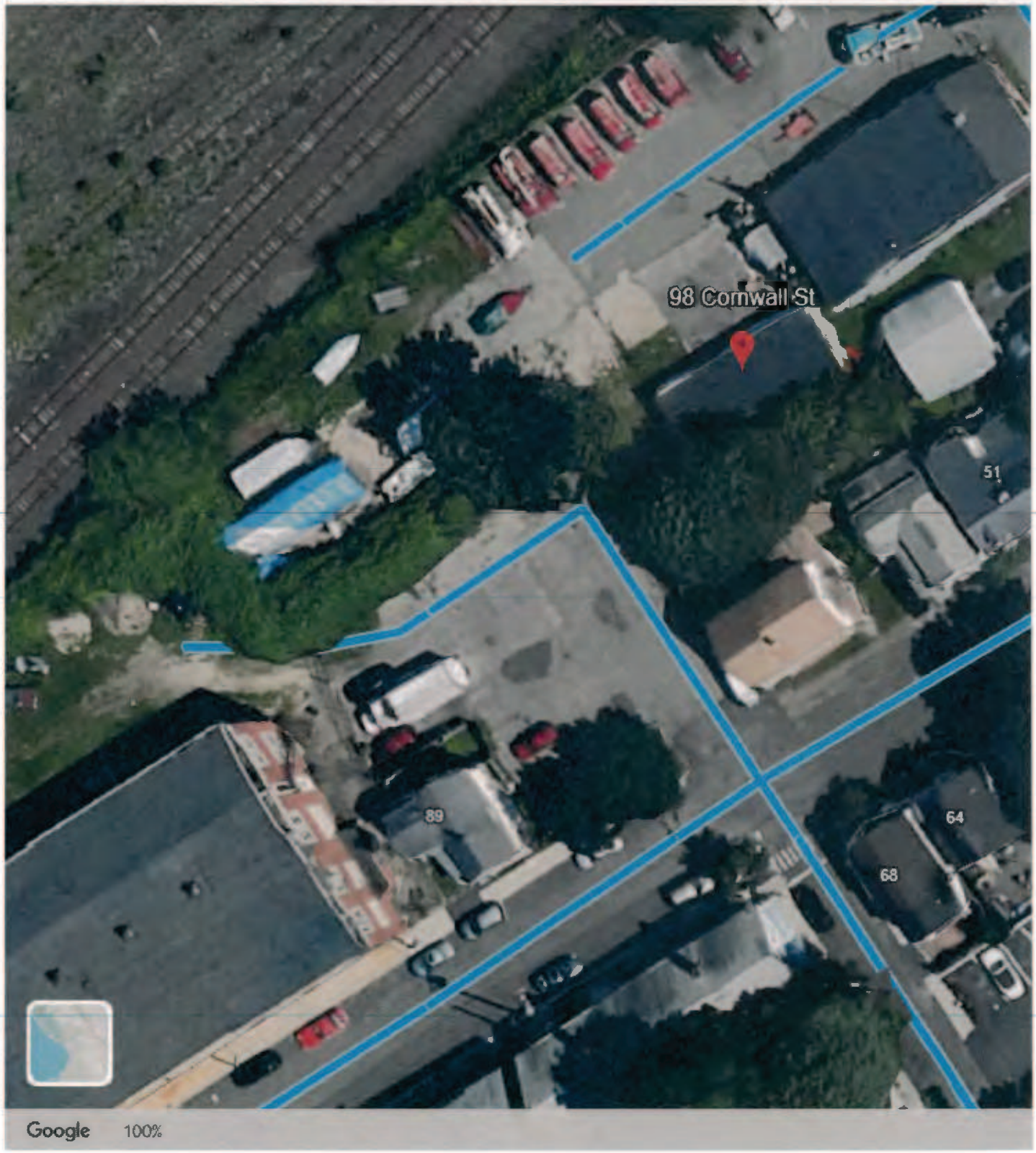
101 Langdon St

Portsmouth, New Hampshire



File Edit View Add Tools Help

98 Cornwall Street, Portsmouth,



File Edit View Add Tools Help

98 Cornwall Street, Portsmouth,

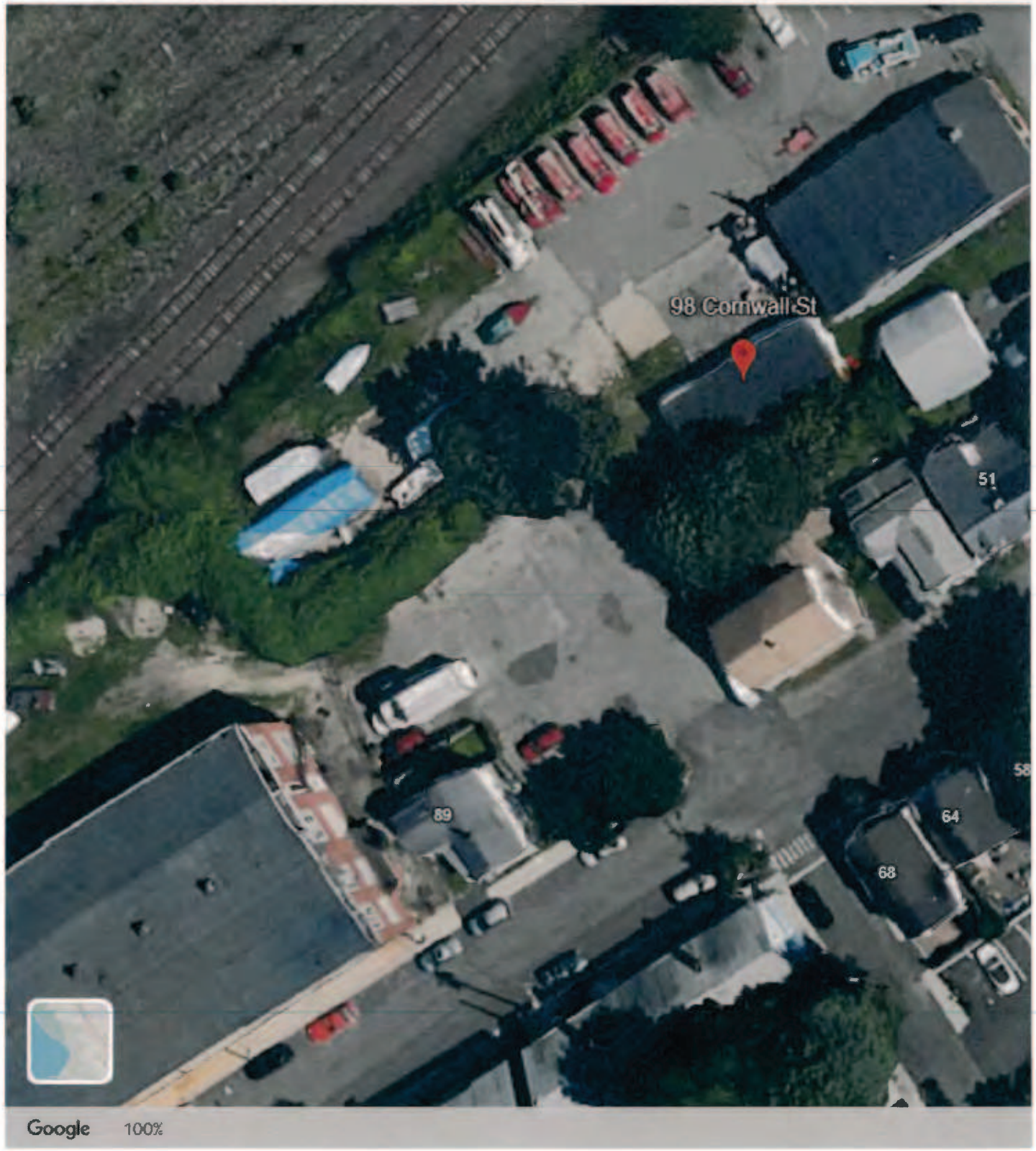
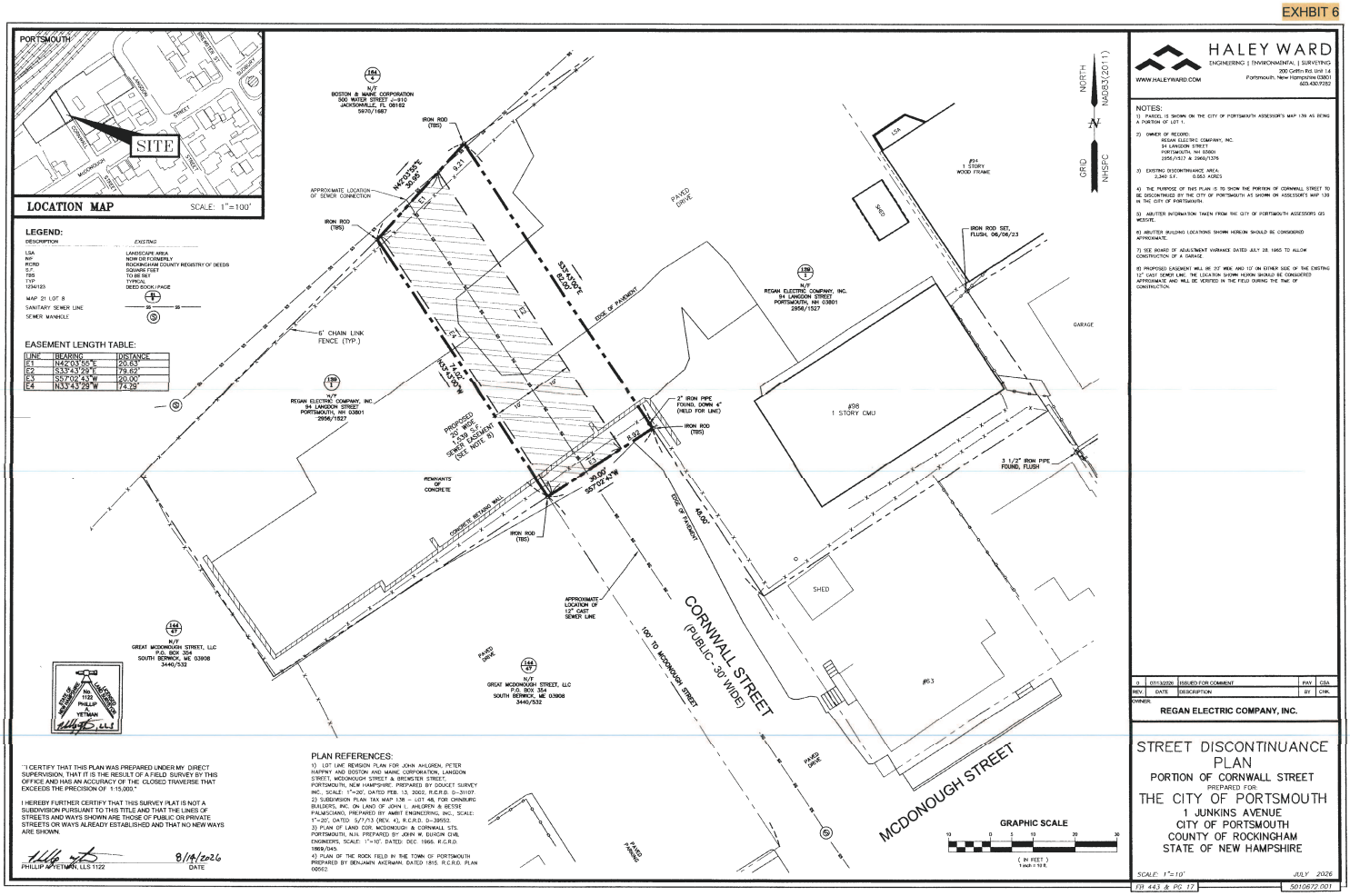


EXHIBIT 6



"I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT IT IS THE RESULT OF A FIELD SURVEY BY THIS OFFICE AND HAS AN ACCURACY OF THE CLOSED TRAVERSE THAT EXCEEDS THE PRECISION OF 1:15,000."

I HEREBY FURTHER CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN.

PHILLIP AFTEMAN, LLS 1122 — 8/14/2026 DATE

PLAN REFERENCES:
1) LOT LINE REVISION PLAN FOR JOHN AHLGREN, PETER HAPPNY AND BOSTON AND MAINE CORPORATION, LANDON STREET, MCDONOUGH STREET & BREWSTER STREET, PORTSMOUTH, NEW HAMPSHIRE. PREPARED BY DOUCET SURVEY INC., SCALE: 1"=20', DATED FEB. 13, 2003, R.C.R.D. D-31107.
2) SUBDIVISION PLAN TAX MAP 138 – LOT 48, FOR CHINBURG BUILDERS, INC. ON LAND OF JOHN L. AHLGREN & BESSE PALMISCIANO, PREPARED BY AMBIT ENGINEERING, INC., SCALE: 1"=20', DATED: 5/7/13 (REV. 4), R.C.R.D. D-38952.
3) PLAN OF LAND FOR MCDONOUGH & CORNWALL STS. PORTSMOUTH, N.H. PREPARED BY JOHN W. DURGIN CIVIL ENGINEERS, SCALE: 1"=10'. DATED: DEC. 1966. R.C.R.D. 1969/045
4) PLAN OF THE ROCK FIELD IN THE TOWN OF PORTSMOUTH PREPARED BY BENJAMIN AKERMAN, DATED 1815. R.C.R.D. PLAN 00052.

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING
WWW.HALEYWARD.COM
200 Griffin Rd. Unit 14
Portsmouth, New Hampshire 03801
603.430.7082

NOTES:
1) PARCEL IS SHOWN ON THE CITY OF PORTSMOUTH ASSESSOR'S MAP 138 AS BEING A PORTION OF LOT 1.
2) OWNER OF RECORD:
REGAN ELECTRIC COMPANY, INC.
84 LANDON STREET
PORTSMOUTH, NH 03801
2956/1527 & 2965/1376
3) EXISTING DISCONTINUANCE AREA:
2,340 S.F. 0.053 ACRES
4) THE PURPOSE OF THIS PLAN IS TO SHOW THE PORTION OF CORNWALL STREET TO BE DISCONTINUED BY THE CITY OF PORTSMOUTH AS SHOWN ON ASSESSOR'S MAP 138 IN THE CITY OF PORTSMOUTH.
5) ABUTTER INFORMATION TAKEN FROM THE CITY OF PORTSMOUTH ASSESSORS GIS WEBSITE.
6) ABUTTER BUILDING LOCATIONS SHOWN HEREON SHOULD BE CONSIDERED APPROXIMATE.
7) 1ST BOARD OF ADJUSTMENT VARIANCE DATED JULY 28, 1965 TO ALLOW CONSTRUCTION OF A GARAGE.
8) PROPOSED EASEMENT WILL BE 20' WIDE AND 10' ON EITHER SIDE OF THE EXISTING 12" CAST SEWER LINE. THE LOCATION SHOWN HEREON SHOULD BE CONSIDERED APPROXIMATE AND WILL BE VERIFIED IN THE FIELD DURING THE TIME OF CONSTRUCTION.

REV.	DATE	DESCRIPTION	BY	CHK.
0	07/31/2026	ISSUED FOR COMMENT	PAY	CSA

OWNER:
REGAN ELECTRIC COMPANY, INC.

STREET DISCONTINUANCE PLAN

PORTION OF CORNWALL STREET
PREPARED FOR:
THE CITY OF PORTSMOUTH
1 JUNKINS AVENUE
CITY OF PORTSMOUTH
COUNTY OF ROCKINGHAM
STATE OF NEW HAMPSHIRE

SCALE: 1"=10' JULY 2026
TAX MAP 138 LOT 1 & MAP 21 LOT 8
5010672.001

Outlook

City Council Website Contact Form

From City of Portsmouth <webformsubmission@portsmouthnh.gov>
Date Mon 8/17/2026 10:53 AM
To Webform Submission <webformsubmission@portsmouthnh.gov>
Cc City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Mon, 08/17/2026 - 10:53

Submitted by: Anonymous

Submitted values are:

First Name
Barbara

Last Name
Massar

Email
[redacted]

Subject
Parking Ecosystem

Address
[redacted]
Portsmouth, New Hampshire. 03801

Message
The conversations around parking - specifically the new trial - got me thinking about past work with Portsmouth Listens' sessions: one for the Middle School and another focused on parking.
The Middle School work lead to the expansion of the school on Parrott, and featured a temporary change to parking in the "free lot. Construction impacted faculty parking, so the City signed the free lot, indicating that a number of spaces were reserved for the school. Why don't we do some version of that again? Eliminate the 72 hour benefit there for half the lot, no overnight parking, so that you see lots of turnover and opportunity for residents, downtown employees or volunteers to park there. (I would also remove the 72 hour limit from Parrott).
The work we did on parking with Portsmouth Listens must be available to you for review. We looked at communities all over the country (I focused on Fargo ND) and the report provided the City with a wealth of relevant information. As I recall, most places we researched were looking to take parking out of their downtown areas, and create parking facilities or lots on their perimeters with shuttles into the

downtown districts.
Last, but not least, as we're approaching the 50 year anniversary of major changes to our downtown, I hope that we'll remove parking from the Square. Being a part of Pro Portsmouth since 1994, I always heard the Square referred to as "our living room." Let's honor that and remove the four parking spaces in front of the flag.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.
Yes

{Empty}

*subject - Subject

Outlook

City Council Website Contact Form

From City of Portsmouth <webformsubmission@portsmouthnh.gov>
Date Mon 8/17/2026 1:28 PM
To Webform Submission <webformsubmission@portsmouthnh.gov>
Cc City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Mon, 08/17/2026 - 13:28

Submitted by: Anonymous

Submitted values are:

First Name
Jonathan

Last Name
Santiago

Email
[redacted]

Subject
RAPP Program

Address
[redacted]
Portsmouth, New Hampshire. 03801

Message
Hello, I wanted to provide some feedback on my experience with the new parking program in Portsmouth. I just moved to Manning St and was worried about parking near my residence given we don't have a driveway. I haven't had too much of a problem and have generally found parking on Gates St. which would probably be much more difficult if it was free. My experience with the program has been positive and I support this initiative at least on these narrow and often crowded neighborhood streets.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.
Yes

{Empty}

*subject - Subject

Outlook

City Council Website Contact Form

From City of Portsmouth <webformsubmission@portsmouthnh.gov>
Date Mon 8/17/2026 6:20 PM
To Webform Submission <webformsubmission@portsmouthnh.gov>
Cc City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Mon, 08/17/2026 - 18:20

Submitted by: Anonymous

Submitted values are:

First Name
Joy

Last Name
Curth

Email
[redacted]

Subject
Parking

Address
[redacted]
Portsmouth, New Hampshire. 03801

Message
To Whom It May Concern:

I am not able to attend tonight's forum on parking, but as a downtown business owner, I wanted to share my perspective and ask the City Council not to increase downtown street parking to $3 an hour.

This is not an isolated increase. Portsmouth residents and businesses have already experienced years of increasing costs and property-tax burdens. In 2024, the City changed its metered parking structure, eliminating the lower-priced parking zone and establishing the current citywide rate of $2 an hour for the first three hours and $5 an hour thereafter. Now, just two years later, we are discussing another increase to $3 an hour.

At the same time, the monthly rate at the Foundry Garage has increased to $200. Foundry was

supposed to be part of the solution for downtown employees and businesses, but it is now also at capacity. Requiring employees to continuously validate their employment on paper creates another perpetual barrier for the people who work downtown every day.

For my business, the impact of parking is not theoretical. I have personally had employees quit because of the parking situation downtown. I also consistently hear from friends, employees, and customers throughout the Seacoast community that they don't come to Portsmouth as often anymore because parking is too expensive or too difficult.

That should concern us, particularly when we look at the businesses we have already lost. In just the past few years, downtown has seen the closures of Stonewall Kitchen, Starbucks, Honey Lane, Native Sun, Ten Thousand Villages, Life is Good/Good Vibes, Portsmouth Book & Bar, and Seasalt Cornwall (6 months to close!), among others.

I am not suggesting parking caused these businesses to close. They closed for different reasons. But collectively, they should be a warning sign about how difficult it has become to operate a sustainable business downtown.

We also continue to see businesses from outside Portsmouth come here believing the economics will resemble other thriving coastal communities such as Newburyport (Native Sun) or Kennebunk (Honey Lane). They invest, open their doors, discover how challenging and expensive it actually is to operate here, and too often they close within 1-2 years.

And winter is where the reality of operating a downtown business becomes especially apparent.

Tourism is incredibly important to Portsmouth, but we cannot build a sustainable downtown economy on tourism alone. During the winter months, foot traffic drops significantly, and downtown businesses depend on Portsmouth residents and customers from across the Seacoast to carry us through the slowest months of the year.

If those customers are already telling us they avoid Portsmouth because of parking, making parking more expensive is moving us in exactly the wrong direction.

We need to ask ourselves what we actually want Portsmouth to become. Do we want a quaint, historic downtown supported year-round by residents, local employees, independent businesses, and the greater Seacoast community? Or are we creating a downtown increasingly dependent on seasonal tourists, businesses headquartered elsewhere, and second-home ownership where properties may sit unoccupied for significant portions of the year?

What makes Portsmouth special is that it is a real community, not simply a tourist destination. We should be protecting that.

I don't have a strong opinion about the Parrott Avenue parking program specifically that is likely part of tonights discussion. My concern is the larger lens through which these decisions are being made.

As City Councilors, the question should be: What parking policy provides the greatest overall benefit to Portsmouth and is it adding additional burden to it's residents, businesses, and how will it impact the citizens of the Seacoast from shopping and dining in Portsmouth?

Parking should be treated as essential economic infrastructure, not simply as a means of generating additional revenue to fund other programs. A dollar of additional parking revenue isn't necessarily a financial win for Portsmouth if the result is a customer deciding not to come downtown and spend $50, $100, or $200 with our local businesses.

Residents and businesses are already absorbing increases in property-tax burdens that have doubled, rents, wages, utilities, inventory, and virtually every other cost of living and doing business. The City should be looking for opportunities to relieve that cumulative burden—not continually adding another increase.

At some point, we have to ask:

How expensive and difficult can we make it to live, work, shop, dine, and operate a business downtown before we fundamentally change the community we're trying to preserve?

Please consider the economic health of the entire downtown ecosystem before increasing parking rates.

Please do not add an additional burden to the community by raising street parking to $3 an hour.

Sincerely,
Joy Curth

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.
Yes

{Empty}

*subject - Subject

Outlook

City Council Website Contact Form

From City of Portsmouth <webformsubmission@portsmouthnh.gov>
Date Tue 8/18/2026 2:37 PM
To Webform Submission <webformsubmission@portsmouthnh.gov>
Cc City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Tue, 08/18/2026 - 14:37

Submitted by: Anonymous

Submitted values are:

First Name
Ken

Last Name
Goldman

Email
[redacted]

Subject
RAPP

Address
[redacted]
Portsmouth, New Hampshire. 03801

Message
I had to dash at 7:00pm after Monday night's City Council Work Session on the Resident Access Parking Program Pilot (RAPPP). As many of you know, I was very involved in the discussions around the former Islington Creek Neighborhood Program Pilot, and I was not a fan. It thought that plan was poorly conceived, flawed in many ways, unfair and divisive.

I like the current RAPPP and think it is a better thought out and fairer program. As we all saw last night, there is still work and refinement to be done, but, IMHO, Portsmouth is heading in the right direction. I took heart from the gentlemen who spoke last night about how, after years of having problems finding a place to park his car, he is finally able to consistently find parking on Parrot Avenue, and is satisfied with that even though it is a bit of a walk from his home.

My only complaint about RAPPP is that I feel it is still a bit confusing to many people, and the signage

is not always clear (though I have recently seen improved signage in Islington Creek). I think some residents still do not realize that they do not need to use the ParkMobile app in the RAPPP areas if they are properly registered. What is on the website is thorough, but wordy and confusing. I would recommend putting a simple checklist on the website, and/or the Weekly Newsletter, such as: 1- Download and fill in your information on the ParkMobile App, 2- Complete the Resident Parking Discount Application and submit it at the Parking Offices at Foundry Garage or at the City Tax Collector's office, 3- After Parking in a RAPPP area, just lock your car and walk away, no other action is required...I know all that information is already there, but you need to read through a lot of verbiage to get to it.

Finally, one comment on Monday night's City Council Work Session. As was expected, many people, reacting to the RAPPP, showed up to make public comments. As you all know, the City Councilors had a lot of questions and comments which consumed the bulk of the time. In the future, you may want to consider starting off with public comments after the presentation and prior to City Councilors' comments and questions. I think that is fairer to public and shows some respect for their time. Personally, this did not impact me very much as I could just go home and send you this email, but I think it may have an impact on many of the people who came to City Hall just for this work session, and then had to stay longer.

Thank you.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.
Yes

{Empty}

*subject - Subject

Outlook

City Council Website Contact Form

From City of Portsmouth <webformsubmission@portsmouthnh.gov>
Date Mon 8/31/2026 5:11 PM
To Webform Submission <webformsubmission@portsmouthnh.gov>
Cc City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Mon, 08/31/2026 - 17:10

Submitted by: Anonymous

Submitted values are:

First Name
Kenneth

Last Name
Seitz

Email
[redacted]

Subject
Water Charges

Address
[redacted]
Portsmouth, New Hampshire. 03801-5754

Message
I just received my water bill. You allowed the charge of the water meter to DOUBLE with no explanation. This is not acceptable and should be corrected. You allowed the sewer charge to go way up but never lowered it after the new plant was completed. You are literally driving out the seniors who have lived here for years (I am one of these seniors).
I demand a explanation of the new charges.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.
Yes

{Empty}

*subject - Subject

Outlook

City Council Website Contact Form

From City of Portsmouth <webformsubmission@portsmouthnh.gov>
Date Fri 8/21/2026 7:53 AM
To Webform Submission <webformsubmission@portsmouthnh.gov>
Cc City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Fri, 08/21/2026 - 07:52

Submitted by: Anonymous

Submitted values are:

First Name
Margot

Last Name
Doering

Email
[redacted]

Subject
Misleading figure for contribution to COAST

Address
[redacted]
Portsmouth, New Hampshire. 03801

Message
I would request that Portsmouth cease to represent the full contribution to COAST of $998K as the total contributed to "Public Transportation." A large portion of that amount ($282K) goes to Portsmouth Senior Transportation which is not "Public Transportation" because it is open only to Portsmouth residents who qualify for the service. Portsmouth could cut this service completely and only contribute the amount requested by COAST to participate in the service. However, I believe the Senior Transportation Service is an indication of how much Portsmouth cares for its most vulnerable population and should be retained. Portsmouth support of COAST's public transit system is actually $716K which is less than Dover's contribution.

I find Councilor Bagley's attitude towards support for public transportation (Facebook post 8/21) ironic given his past insistence on legislating minor improvements in sustainability (e.g. solar panels). Public transportation is one of the most effective reductions in pollution emissions. Council members

wanting to promote sustainability should be finding more money for public transit to increase frequency which directly increases use of the system and reductions in individual car trips and the need for parking.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.
Yes

{Empty}

*subject - Subject

Outlook

City Council Website Contact Form

From City of Portsmouth <webformsubmission@portsmouthnh.gov>
Date Fri 9/4/2026 9:11 AM
To Webform Submission <webformsubmission@portsmouthnh.gov>
Cc City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Fri, 09/04/2026 - 09:11

Submitted by: Anonymous

Submitted values are:

First Name
Kyle

Last Name
Reilly

Email
[redacted]

Subject
Pigeon Pest Control High Hanover Garage

Address
[redacted]
Portsmouth , New Hampshire. 03801

Message
Good Morning,

I wanted to bring attention to the growing pigeon problem inside the High-Hanover Parking Garage. The amount of pigeon waste throughout the garage has gotten pretty bad, and in some areas it is literally piled up. There are also dead birds in the garage.

At this point, it's more than just unsightly—it's a sanitation issue and frankly pretty disgusting for residents and visitors using a City-owned garage.

I hope the City can address both the cleanup and the underlying pigeon problem before it gets worse.

Thank you

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.
Yes

{Empty}

*subject - Subject

Outlook

City Council Website Contact Form

From City of Portsmouth <webformsubmission@portsmouthnh.gov>
Date Mon 8/17/2026 11:02 AM
To Webform Submission <webformsubmission@portsmouthnh.gov>
Cc City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Mon, 08/17/2026 - 11:02

Submitted by: Anonymous

Submitted values are:

First Name
Matthew

Last Name
Glenn

Email
[redacted]

Subject
Good parking policy/ Parking Reform Network

Address
[redacted]
Portsmouth, New Hampshire. 03801

Message
Dear Mayor and Councilors,

I'm unable to attend your parking work session this evening, but wanted to include my own perspective (not of any committees or formal groups) and three anecdotes about parking.

First, a Portsmouth friend (who happens to live by the new rail trail) and commutes to work at the Shipyard. He parks his car early in the free Junkins ave playground lot, then unloads his bike to ride to the Shipyard for an 8 hour shift. Maybe it's a sustainable commute, but is this the behavior you want to encourage with free parking?

Second, a coworker who lives in a Dover apartment right on the COAST bus route so that her husband can ride it to Durham and she can ride it to Portsmouth. She hates having to rely on others for a ride

home at 8:15 ever since COAST cut hours. Workforce parking is a non-issue for her as she has never owned a car.

Third, my own experience in February 2012 when I first drove to Portsmouth on a cold weekday morning to interview for a job. I thought that meters might be turned off in the winter (like in other summer-based tourist towns) but I paid a few dollars to park in a lot in the North End. I was delighted to find a bustling downtown with plenty of life, and the ongoing meter enforcement was evidence of that vibrancy. Portsmouth has been a great place to live, work, and raise a family— and not because of free parking.

I think the approach you are taking to parking is generally the right one to support a thriving city and a place that must continue to evolve.

A couple specific thoughts:
-Why a flat meter rate across the city? Shouldn't we price more desirable downtown spots higher than along the edges? And higher prices during times of high demand?

-Can revenue from Parrot Ave parking go to local improvements? Paths along the South Mill Pond, across Leary field, and Junkins Ave can all use improvements, along with flood resiliency work.

-The parking pilot has made it much easier for me as a resident to park on Parrot ave, which is helpful when the Library/Connie Bean lot is full. Consistently being able to find parking is more important than it being free.

-I strongly support parking revenue going toward a bus shuttle loop (different from "micro transit") with frequent service, and anything further to improve COAST service. This would be especially valuable during downtown events, but ideally could help workers and non-drivers (like my middle-schooler) daily.

My favorite resource for good policy around parking is the Parking Reform Network, parkingreform.org. Please take a look.

Thank you for your service to our community.

Matt Glenn

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.
Yes

{Empty}

*subject - Subject

Outlook

City Council Website Contact Form

From City of Portsmouth <webformsubmission@portsmouthnh.gov>
Date Thu 8/27/2026 7:46 PM
To Webform Submission <webformsubmission@portsmouthnh.gov>
Cc City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Thu, 08/27/2026 - 19:46

Submitted by: Anonymous

Submitted values are:

First Name
Peter

Last Name
Somssich

Email
[redacted]

Subject
Lowering the US Flags on Municipal properties

Address
[redacted]
Portsmouth , New Hampshire. 03801

Message
Dear Councilors,
I noticed that today the flags on municipal property were lowered to half-mast. I assume that this was to honor Dolly Parton, who was a person worth admiring and showing respect for. However, I believe the impetus for this move came from President Trump.
Since he also encouraged the lowering of the flag after the death of Charlie Kirk, I am a bit concerned that our city might be too easily manipulated into lowering the flag, whenever the President suggests. As Buzz Scheer and I pointed out during the Charlie Kirk incident, municipalities are not required to follow the suggestions of the President or the Governor when it comes to municipal property. In my opinion, it was a mistake to lower the flag for Mr. Kirk and the Council should ensure that such a mistake not be made again, to honor someone with no real national status and someone who caused more harm than good.
Currently, there are at least 3 individuals who could in fact pass away at any time. They would be

President Trump, former President Biden and Senator Mitch McConnell of Kentucky. While, I would understand lowering the flag for a former President, I would not want Portsmouth to show the same respect for a partisan Senator with questionable ethics by doing the same. However, I am confident that President Trump would recommend doing so for Senator McConnell.
Incidentally, while I am a great admirer of Bruce Springsteen, and some other celebrities, I don't think that lowering the flag for him is called for. In fact, I am sure that President Trump would not lower the flag for any celebrity that he did not like.
Thank you, Peter Somssich

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.
Yes

{Empty}

*subject - Subject

Outlook

City Council Website Contact Form

From City of Portsmouth <webformsubmission@portsmouthnh.gov>
Date Mon 8/17/2026 10:19 PM
To Webform Submission <webformsubmission@portsmouthnh.gov>
Cc City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Mon, 08/17/2026 - 22:18

Submitted by: Anonymous

Submitted values are:

First Name
Matthew

Last Name
Glenn

Email
[redacted]

Subject
Fleet St design

Address
[redacted]
Portsmouth, New Hampshire. 03801

Message
Dear Mayor and Councilors,

I just watched your discussion of proposed Fleet St streetscape changes between Hanover and Congress, and some concern about the optics of a contra-flow bike lane. Much of this will be covered by staff when presented at second reading, but I want to clarify the order of events and logic here.

1) Fleet St planning began at least six years ago for underground utility upgrades.

2) Sidewalks did not meet ADA standards and required widening. Wider sidewalks, two way traffic, and parking did not all fit.

3) Abutters and the wider community were surveyed in December 2021 about three options- Two way

flow with no parking; One way flow with parking; and One way flow with no parking and extra wide sidewalks. The parking spots were deemed more important than two-way traffic.

4) The fire department required 18' between parked cars and curbing, and a northbound flow.

5) SABR suggested the PTSC consider filling extra space with a contraflow bike lane, and city engineer Eby drew up a plan. That plan was adjusted and vetted over multiple meetings, and then approved unanimously by the PTSC. It was also supported by the Bike and Pedestrian Committee.

I think transportation planner Wygonik makes the best case for it. 18' is just too wide for one car lane, but not wide enough for two. A striped bike lane and buffer make it much more clear that drivers cannot go south bound. It also visually narrows the car lane, encouraging slower driving and a safer pedestrian experience.

As far as whether Fleet St is an important bike route, I would say that for many people it's a valuable safer alternative to the overly wide Maplewood Ave, and that two way bike flow is critical to having a bike-friendly downtown, which is a goal of yours.

Is this block of Fleet Street so critical it's the hill I'll die on? No, but it's a very easy way to show your values.

Best regards,
Matt Glenn

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.
Yes

{Empty}

*subject - Subject

Receipt Date:

AUG 2 0

By

City of Portsmouth, NH
Boards, Committees, and Commissions

INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Initial Application

Committee: PARC

Name: John Bohenko

Telephone: [redacted]

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes ____ No ____

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work? YES/NO If so, telephone number: [redacted]

Street address: [redacted]

Mailing address (if different): ____

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

[redacted]

How long have you been a resident of Portsmouth? 29 years

Occupational background:

Portsmouth City Manager retired

City of Portsmouth, NH
Boards, Committees, and Commissions

INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

I believe that my 22 years as Portsmouth city manager leaves me well prepared to work on this commissionlj

In a positive way.

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

Reasons for wishing to serve: Very interested in seeing art of all kinds flourish within the city of Portsmouth.

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

Prescott Park arts festival

Portsmouth Housing Authority, the limited

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

1. Chris Dwyer
   Name, address, telephone number
2. Tom Ferrini former Mayor
   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/Committee; 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. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: _____ Date: 8-20-26

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801

Created: 2/18/25

Receipt Date:

City of Portsmouth, NH
Boards, Committees, and Commissions

INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Initial Application

Committee: Library Board of Trustees

Name: Richard Samdperil

Telephone: 6[redacted]

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes _____ No _____

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work? YES/NO If so, telephone number: [redacted]

Street address: [redacted] Court

Mailing address (if different): _____

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

[redacted]

How long have you been a resident of Portsmouth? Since 1999 (minus 1 year)

Occupational background:

Lawyer

City of Portsmouth, NH
Boards, Committees, and Commissions

INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

I have been a resident of Portsmouth for over 25 years, during which time my wife and I raised three children, all of whom attended Portsmouth public schools.

I have served on other non-profit and public boards:
Seacoast Science Center (2014-2019 as a member and as board chair);
New Hampshire Judicial Council (2020-present).

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

Reasons for wishing to serve:

Libraries serve as a beacon and refuge for learning, discovery, and community connection. As a longtime resident of Portsmouth, it would be an honor to serve my community through the PPL BOT and help in its mission to promote library service to the citizens of Portsmouth.

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

Please see above.

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

1. Meganne Fabrega [redacted] Ave., Portsmouth, NH 03801 [redacted]
   Name, address, telephone number
2. Maria Peppas [redacted]
   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/Committee; 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. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: [signature] Date: 07/23/26

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801

Receipt Date:

City of Portsmouth, NH
Boards, Committees, and Commissions

INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Initial Application

Committee: Economic Development Committee

Name: Jason Goodrich Telephone: [redacted]

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes X No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work? YES/NO If so, telephone number:

Street address: [redacted] Drive, Portsmouth NH 03801

Mailing address (if different):

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

[redacted]

How long have you been a resident of Portsmouth? 57 years

Occupational background:

advertising executive, sports magazine marketing director, head of business development, professional realtor

City of Portsmouth, NH
Boards, Committees, and Commissions

INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

I've been serving as an alternate on this board for the past five months and attend meetings regularly.

Would you be able to commit to attending all meetings? (X) YES ( ) NO

Reasons for wishing to serve: _____

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

Porsmouth arts & culture commission, board member at PMAC, former trustee Seacoast Repertory Theatre

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

1. Justin Finn, Portsmouth ([redacted])
   Name, address, telephone number
2. Bevin Korth, Portsmouth ([redacted])
   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/Committee; 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. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: DocuSigned by: Jason Goodrich 8CC40A8099F940B... Date: 9/5/2026

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801

Created: 2/18/25

CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

REAPPOINTMENT APPLICATION

Instructions: Please print or type and complete all information

Committee: Economic Development Commission

Name: Thomas R. Watson

Please confirm or update your contact information below:

Street Address: ☑ No Change ☐ Updated: _____

Mailing Address: ☑ No Change ☐ Updated: _____

Telephone Number: ☑ No Change ☐ Updated: _____

Email Address: ☑ No Change ☐ Updated: _____

Eligibility and Availability

Do you remain a resident of Portsmouth? ☑ Yes ☐ No

Changes to meeting availability? ☑ No ☐ Yes: _____

Continued Service

Do you wish to be considered for reappointment? ☑ Yes ☐ No

Interested in other boards if not reappointed? ☐ Yes ☐ No

Acknowledgment

By signing, you certify the above is accurate and understand that:

(1) Reappointment is at the discretion of the Mayor and City Council;
(2) Review and acknowledgment of the Volunteer Handbook is mandatory (information will be emailed to you and can be found on the City Clerk's webpage); and
(3) The taking of the Oath of Office and signing of the oath book at the City Clerk's office is required after appointment.

Signature: _____ Date: Aug 31, 2026

Submit to: City Clerk's Office, 1 Junkins Avenue, Portsmouth, NH 03801

5/7/2026

CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

REAPPOINTMENT APPLICATION

Instructions: Please print or type and complete all information

Committee: ECONOMIC DEVELOPMENT COMMISSION

Name: ANDREW M. COARD

Please confirm or update your contact information below:

Street Address: ☒ No Change ☐ Updated: _____

Mailing Address: ☒ No Change ☐ Updated: _____

Telephone Number: ☒ No Change ☐ Updated: _____

Email Address: ☒ No Change ☐ Updated: _____

Eligibility and Availability

Do you remain a resident of Portsmouth? ☒ Yes ☐ No

Changes to meeting availability? ☒ No ☐ Yes: _____

Continued Service

Do you wish to be considered for reappointment? ☒ Yes ☐ No

Interested in other boards if not reappointed? ☒ Yes ☐ No

Acknowledgment

By signing, you certify the above is accurate and understand that:

(1) Reappointment is at the discretion of the Mayor and City Council;
(2) Review and acknowledgment of the Volunteer Handbook is mandatory (information will be emailed to you and can be found on the City Clerk's webpage); and
(3) The taking of the Oath of Office and signing of the oath book at the City Clerk's office is required after appointment.

Signature: Andrew M Coard Date: 9/2/2026

Submit to: City Clerk's Office, 1 Junkins Avenue, Portsmouth, NH 03801

5/7/2026

CITY COUNCIL POLICY No **2026-01**

RESIDENT ACCESS PARKING PROGRAM (RAPP) PILOT – 2026

Purpose

Over the last decade, the City has implemented several pilots for Resident Neighborhood Parking Programs to address concerns of reduced parking availability for residents of neighborhoods located near the Downtown Business District.

Neighborhoods in proximity to the Downtown Business District are not metered.

Residents have raised concerns that nonresidents park in their neighborhoods because parking spaces are unmetered, which creates a shortage of parking spaces for residents.

Prior pilots have been unsuccessful because they were difficult to manage and enforce.

A new Resident Access Parking Program (RAPP) Pilot- 2026 ("Program") has been created to address residents' concerns and improve the operation and enforcement of the Program.

The goals of Program are to:

* Increase parking availability for residents by charging nonresidents for parking in designated locations outside the Downtown Business District ('RAPP Zone");
* Provide free parking for residents and School, Recreation and Library employees who have registered their vehicle license plates with the City's Tax or Parking Office;
* Expand the Downtown Workforce Parking Program to limited areas in the RAPP Zone;
* Simplify management and enforcement of the Program by using vehicle license plate enforcement; and
* Provide parking management data from the Program to the Council to help inform future resident parking programs and parking availability in neighborhoods in proximity to the Downtown Business District.

DRAFT

Policy

The Program will provide free parking for residents and School, Recreation and Library employees with vehicle license plates registered through the City's Parking or Tax Office in the RAPP Zone more fully described below. Nonresidents will be charged an hourly parking rate determined by the Fee Schedule Study Committee. ~~The Program also expands the Downtown Resident Workforce Program to Parrott Avenue and the hourly parking rate for Downtown Workers will be determined by the Fee Schedule Study Committee.~~ The Program also expands the Downtown Workforce Parking Program to Parrott Avenue as more fully defined below.

RAPP Zone

The RAPP Zone includes the following streets listed below and set forth in the attached map:

a. Parrott Avenue (roadway only, and the only street in the RAPP Zone to be used by downtown workers registered for the Downtown Workforce Parking Program)

b. Hanover Street (from Bridge Street to Brewster Street);

c. Rock Street

d. Pearl Street

e. Tanner Street

f. Tanner Court

g. Gates Street

h. Hancock Street

i. Washington (Court Street to Hancock Street)

Downtown Workforce Parking Program

The Downtown Workforce Parking Program provides reduced parking rates for employees and owners of restaurants, retail and personal service businesses, and the hospitality industry located downtown. The purpose of this Program is to help support small businesses that fuel the local economy. Workers who have registered with the Parking Office for the Downtown Workforce Program may park in the following locations:

a. **Parrott Avenue Parking.** Eligible participants in the Downtown Workforce Parking Program who park on Parrott Avenue shall be charged the established workforce parking rate of **$0.30 per hour**, with no additional transaction fee.

DRAFT

b. **Foundry Garage Parking**. Eligible participants in the Downtown Workforce Parking Program may purchase up to **26 parking stickers per month**. Each sticker shall provide up to **12 hours of parking** in the Foundry Garage for a flat rate of **$3.00 per sticker**.

Parking Rates in RAPP Zone

Parking Rates for the Program are set by the Fee Schedule Study Committee and hours of enforcement are set forth in Chapter 7, Article I, Section 7.102 (C).

Effective date

The Program is effective July 1, 2026.

Adopted by the Portsmouth City Council on _____.

_____
Sally Kellar, City Clerk

Adopted on: June 8, 2026

Amended on: September 14, 2026

DRAFT

To: City Council, City Manager Conard

From: Councilor Tabor

Re: Municipal solar motion

September 9, 2026

Mayor, Assistant Mayor and councilors,

Since April, the Portsmouth Energy Advisory Committee PEAC and DPW have been studying opportunities to save taxpayers money and reduce municipal fossil fuel emissions by adding solar arrays, including a solar array at Jones Avenue landfill.

The council voted to fund a study of Jones Avenue last year. APEX Analytics' report (attached) found the solar array of 1.7 megawatts is feasible. They recommended output be split: 750 megawatts to Portsmouth High School, and 950 megawatts entering the grid at Jones Ave. The PHS portion was designed to be a smaller, faster project to be done in time to get Biden-era federal credits, which sunset December 2027. The credits would pay for 30% of the project. The remaining power would go into the grid to be sold in a Power Purchase Agreement in exchange for the city getting a reduced electric rate. They also analyzed a "combined" project with all power going into the grid.

Importantly, city staff and PEAC did not find the split system option realistic. They found APEX significantly underestimated the time to procure a design/build firm, design review, and permitting for a line that would cross wetlands.

However, the 1.7 megawatt "combined" option had the following benefits after a $3.9mm-$4.1mm capital investment (PEAC July 1 meeting minutes):

- Cash flow positive from day one with $167,000 net savings to the city to start, growing to $200,000 plus annually (more if future electric prices go up faster than 2.5% a year).
- Net savings to the city of $500,000 plus annually (in current dollars) after the bond is paid off and the city owns the project free and clear
- Net benefit over 25 years of $3.894 mm (present value dollars)
- APEX also noted the possibility the federal credits would be restored, in which case the combined system would have a $5.005 million net benefit in present value dollars.*

PEAC also noted the combined project would reduce city carbon emissions by 11% and electricity emissions 36%, in line with Climate Action Plan goals, all while financially

benefiting taxpayers. Also, the land is currently fenced off, unavailable for use and this would put it into service for public benefit (PEAC September meeting minutes).

DPW's analysis concluded that in the near term, the city should explore rooftop and other smaller projects behind the meter that would have higher ROI and less environmental impact. But in the April presentation to PEAC, they added, "there are still significant long-term benefits from the one-system approach" at Jones Avenue. "In the end, it's a policy decision," noted Director Peter Rice (PEAC meeting notes, July 1).

Also this year, DPW commissioned a study by EEI to look at energy savings throughout all buildings. EEI has worked successfully with Manchester and other cities on energy efficiency investments. Their work was presented at the June 3 PEAC meeting. EEI noted the possibility for rooftop solar at the DPW building, city hall and Fire Station 2. Perhaps more promising are options for behind-the-meter solar at the Madbury water treatment plant. Behind-the-meter solar at the Pease Wastewater Treatment plant has also been analyzed. The EEI worksheet is pages 13-18 at:

(https://files.portsmouthnh.gov/PEAC%20Meeting%20Packet%20June%203,%202026%20rev.pdf)

Importantly, $5 million exists in the current CIP (BI-27-PW-52, page 113) for both Jones Avenue and future behind-the-meter solar projects (element sheet attached).

After discussion of the various options, PEAC recommended that the City Council should request a plan that prioritizes the various possible solar generation options based on ROI and practicality, while preserving the CIP funding for Jones Avenue at $4.1mm. This would help clarify the CIP element and provide a roadmap going forward that combines the knowledge gained from APEX Analytics, EEI and other studies.

Attachments:

1. PEAC motion of September 2nd
2. APEX Analytics final report
3. CIP element sheet "Solar Arrays and Potential Power Generation" BI-27-PW-52
4. PEAC meeting minutes: PEAC MEETING MATERIALS | City of Portsmouth

*The removal of the Biden-era credits has resulted in the cancellation of $34.8 billion of renewable energy projects. Four Republican congressmen have introduced legislation to restore the credits. The bill could gain traction based on this year's midterm elections.
https://www.utilitydive.com/news/republican-introduce-bill-renewable-tax-credits/818536/

PEAC solar plan motion after Jones Avenue and municipal solar discussion September 2nd:

On a motion by Blaisdell, seconded by Somssich the Committee voted unanimously that Councilor Tabor make the following policy request of the City Council:

Whereas the City Council, by ordinance, established the Portsmouth Energy Advisory Committee as a permanent committee with responsibility for advising the City on energy matters consistent with the Climate Action Plan and 2017 Renewable Energy Policy, the Committee recommends that the City Council request the creation of a Municipal Solar Plan, based on DPW recommendations and priorities, that includes both near-term, smaller, high ROI projects and also supports a solar array project at the Jones Avenue landfill site as a $4.1 million* project in the CIP.

*The estimate suggested by the APEX Analytics LLC analysis for a single system option.

To:	Peter Rice, Christine Sproviero, City of Portsmouth Department of Public Works
From:	Michael Goldman, Apex Analytics LLC, Ian Springsteel
Subject:	Preliminary Findings, Financial Analysis, and Development Considerations for City of Portsmouth Jones Avenue Solar Project
Date:	July 14, 2026

Executive Summary

The City of Portsmouth contracted with Apex Analytics to assess the feasibility and economics of installing a solar photovoltaic development at the Jones Avenue landfill site. The Apex analysis focused on whether to pursue a single system above 1 MW or to divide the project into two smaller systems below that threshold. This distinction is central to both interconnection and study requirements, with implications on the timeline that impact potential eligibility for federal incentives.

The analysis found that the regulatory and economic landscape, specifically ISO New England interconnection rules and the scheduled phase-out of the federal Investment Tax Credit (ITC) after December 31, 2027, substantially shifts the optimal project configuration. Under current assumptions, structuring the project as two separate sub-1 MW systems may allow the City to avoid certain transmission-level study requirements while also qualifying for a direct-pay ITC benefit worth approximately 30–40 percent of eligible project costs.

Although the two-system configuration entails higher upfront capital costs relative to a single system, the value of the ITC is sufficient to more than offset this increase, resulting in a higher net benefit-to-cost level for the City. The analysis further indicates that direct municipal ownership provides superior economic outcomes compared to a privately developed power purchase agreement, primarily due to lower financing costs and the absence of developer profit and tax equity requirements.

However, the viability of the two-system approach depends on interconnection determinations, procurement timelines, and the ability to achieve commercial operation prior to the ITC deadline. Also, as discussed with the Portsmouth Energy Advisory

Committee members on July 1, it is possible that the ITC phaseout could eventually be reversed, which would enable the cheaper, single project to qualify.

Project Design Scenarios

The analysis evaluates two primary system configurations. The first consists of a single 1.7 MW alternating current (AC) system. The second divides the project into two physically and electrically distinct systems: one 950 kW array located at Jones Avenue and a second 750 kW array connected via new infrastructure to the Portsmouth High School.

A conceptual representation of the two-system configuration, including conductor routing to the high school and the spatial arrangement of arrays, is shown below.

Figure 1. Two-System Layout and Cable Routing



Despite differences in configuration, total annual energy production is assumed to be equivalent between the single-system and two-system cases, as both represent alternative configurations of the same underlying generation capacity.

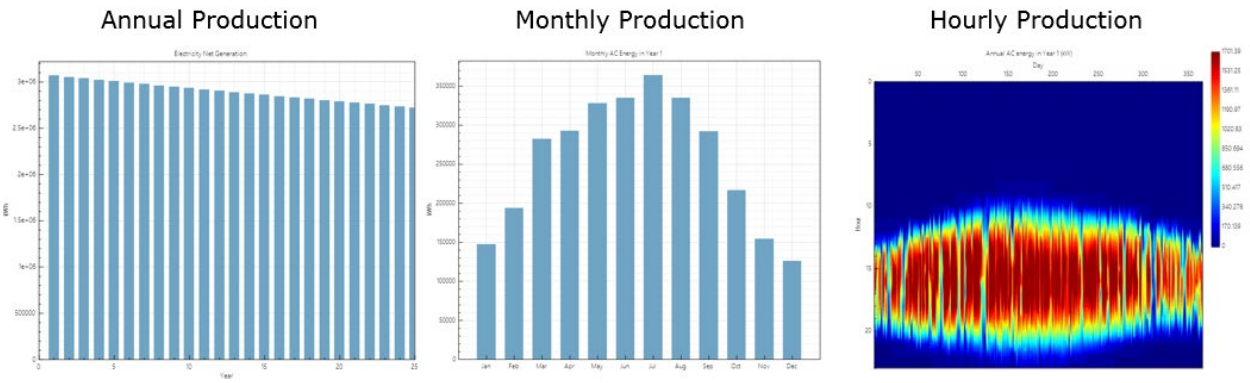
The tradeoff between configurations is therefore not primarily related to energy production, but instead to interconnection timelines, regulatory classification, and financial structure.

Energy Production Analysis

Energy production was modeled using the National Renewable Energy Laboratory's System Advisor Model (SAM), which estimates photovoltaic system output based on site characteristics, system configuration, and meteorological data.

The modeling confirms the City's prior expectations regarding both annual and seasonal production levels. Key outputs include annual generation totals, monthly variability, and hourly production patterns that are relevant for assessing alignment with load.

Figure 2. Modeled Solar Production Profiles

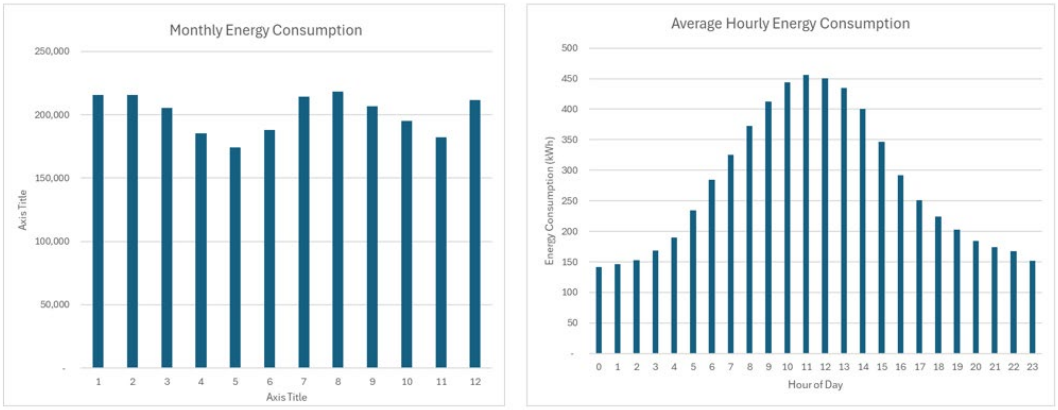


These production profiles form the basis of the financial analysis and provide necessary inputs for estimating energy value under New Hampshire's net metering framework.

Load Profile and System Integration

To evaluate how solar output aligns with facility demand and the implication on self-consumption at the high school vs. exporting back to the grid, the analysis uses a representative high school load profile derived from NREL's ComStock dataset for New Hampshire.

Figure 3. Representative High School Load Shape



While this approach provides a reasonable proxy, the analysis would benefit from site-specific hourly load data for each of the accounts at the high school. Access to such data would allow for more precise estimation of potential demand charge reductions and improved optimization of system interconnection.

Financial Analysis and Key Assumptions

The financial modeling incorporates capital expense budgets with both bottom-up cost estimation based on component-level inputs and developer feedback, and top-down benchmarking against comparable projects.

Key assumptions for the value of the output to the City include escalation of electricity supply costs at 2.5 percent annually, system degradation at 0.5 percent per year, and discount rates of 3.75 percent for municipal financing and 8 percent for private developers.

Net metering compensation is assumed to be used in all of the use cases, based on current New Hampshire policy, under which systems of this size are compensated at the supply rate only and do not capture demand-related or other delivery charge savings unless directly connected in a manner that reduces peak demand.

Table 1. Summary of Key Financial Assumptions

Parameter	Assumption
Supply Rate Escalation	2.5% annually
System Degradation	0.5% annually
Municipal Discount Rate	3.75%
Private Discount Rate	8.0%
Municipal Borrowing Cost	~3.75%
Private Borrowing Cost	~6.75%
PPA Savings Assumption	15% vs. supply rate

Capital Cost Comparison

The analysis finds that the two-system configuration requires additional infrastructure, including extended conductor runs and increased site work, resulting in higher upfront capital costs. However, the single-system configuration is expected to incur higher utility-related costs, particularly associated with transmission studies and potential system upgrades.

Table 2. Capital Cost Comparison (Relative)

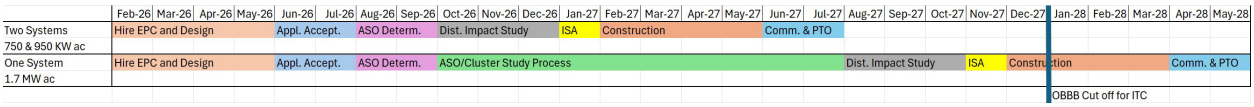
CAPEX	System 1	System 2	1+2	Combined	Differences
Predevelopment Costs	$ 17,500	$ 17,500	$ 35,000	$ 35,000	$ -
Utility Costs (apps, studies, CIAC)	$ 516,000	$ 56,000	$ 572,000	$ 726,000	$ (154,000)
Other Costs (Site Etc)	$ 215,000	$ 290,000	$ 505,000	$ 215,000	$ 290,000
System and EPC Cost (no profit)	$ 1,463,000	$ 1,404,750	$ 2,867,750	$ 2,575,500	$ 292,250
EPC Profit %	$ 246,300	$ 240,475	$ 486,775	$ 357,550	$ 129,225
Total System and EPC Cost	$ 1,709,300	$ 1,645,225	$ 3,354,525	$ 2,933,050	$ 421,475
Total Project Cost	$ 2,457,800	$ 2,008,725	$ 4,466,525	$ 3,909,050	$ 557,475

The critical financial distinction arises from the ITC, which is likely to be only available under the two-system configuration due to the timing of the phase out of the ITC. Two smaller systems are more likely to avoid lengthy studies and may have a chance to be in service before the phaseout of the ITC. However, there are significant timing risks associated with this strategy. The estimated ITC value of approximately $1.64 million more than offsets the incremental capital cost. If the ITC were at a later point reinstated by the U.S. Congress, it would potentially be available for the single system option with a completion date in 2028 or later.

Timeline and Interconnection Considerations

A key determinant of feasibility is the interconnection process. Systems larger than 1 MW are generally required to undergo ISO New England's Affected System Operator (ASO) study and participate in the cluster study process, adding approximately 9 to 11 months to development timelines.

Figure 4. Timeline Comparison



This delay poses a material risk to current ITC eligibility, which requires systems to be placed in service by December 31, 2027. In contrast, sub-1 MW systems may avoid this requirement if deemed electrically non-impactful, allowing for accelerated development.

Comparative Economic Outcomes

The modeling results indicate that total nominal savings are similar between the one-system and two-system configurations, but the net present value is higher for the two-system option due to the combination of lower financing requirements and ITC benefits.

The privately developed PPA alternative produces the lowest value for the City due to higher capital costs, tax equity structures, and developer returns, even under optimistic assumptions regarding contract pricing.

The Total Net Value is the discounted value of all the economic benefits minus the value of all the economic costs in present dollar terms. The City's debt cost of approximately 3.75% was used as the rate for the publicly owned scenarios below as an approximation of a public benefits discount rate. For the private owned analysis, a discount rate of 8% was used. The benefits to the City in that scenario represent the discount on net metering credits that the City would receive under a PPA with the developer, which was set at a 15% savings rate.

As an additional sub-scenario, the case of the single system with the "Tax Equity Refund" (TER) applied to it was calculated. With a 30% tax credit refund on 95.9% of the costs, $1.124 million in additional value is gained, bringing the Nominal Total Net Value to $8.294 and the NPV Total Net Value to $5.005 million.

Table 3. Project Economics Comparison

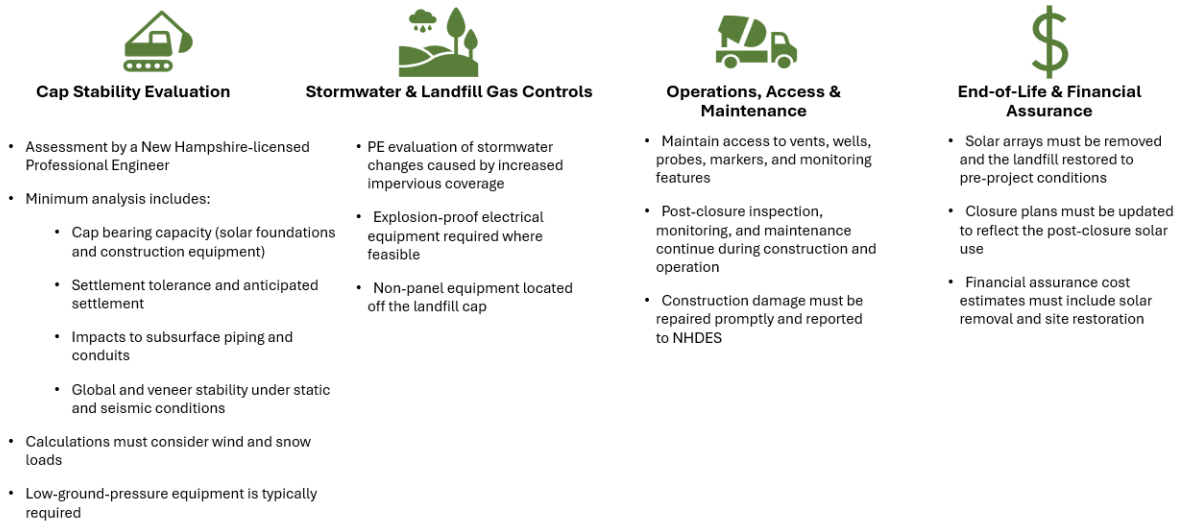
Two Systems - TER		
Nominal Total Savings and Cash	$	13,045,175
Nominal Total Net Value	$	8,480,412
NPV Total Net Value	$	5,116,764
Single System - No TER		
Nominal Total Savings and Cash	$	12,734,324
Nominal Total Net Value	$	6,693,803
NPV Total Net Value	$	3,893,599
Private Owned - TE Flip (5 yr)		
Nominal Total Savings and Cash	$	6,591,009
Nominal Total Net Value	$	5,347,043
NPV Total Net Value	$	2,387,947
NPV for City, 15% savings	$	1,211,380

Permitting and Site Constraints

The project site, a closed landfill, requires compliance with New Hampshire's Solid Waste Management Act and associated regulatory framework. Development of solar infrastructure on the landfill will require a permit modification submitted to the Department of Environmental Services and must be integrated into the site's closure plan.

Engineering analysis must confirm the structural integrity of the landfill cap, including its ability to support solar infrastructure and withstand construction-related impacts. Additional requirements include stormwater management, protection of landfill gas systems, and long-term maintenance and restoration planning. Finally, the City's Conservation Commission, and potentially state environmental authorities, would need to review the pathway for the conductors in the conservation area around the former landfill, which may travel within close proximity to known wetland areas and require disturbance of the conservation area during construction. This permitting process would run in parallel with the utility study process and thus should not impact the timeline for the smaller project option.

Figure 5. Permitting and Site Context



The project is not subject to additional federal permitting under Superfund or wetland regulations, simplifying the permitting pathway relative to other brownfield developments.

Remaining Data Gaps and Next Steps

Several issues remain that will affect the final design and financial outlook. Most importantly, access to hourly load data from Portsmouth High School is necessary to quantify potential demand charge savings and refine system sizing. Additional information is also needed regarding the configuration and net metering status of the existing on-site solar resources, including to which high school electric account it is connected.

The physical feasibility of routing new electrical infrastructure, including potential impacts to vegetation and site conditions, must also be confirmed as part of detailed engineering design.

Conclusion

The analysis indicates that a two-system configuration offers a more favorable economic outcome for the City, provided that key regulatory and timing conditions can be satisfied. The value of the ITC, combined with the ability to avoid extended interconnection timelines, creates a compelling case for pursuing this approach.

However, the decision remains contingent on confirmation of interconnection treatment, procurement feasibility, and the City's ability to advance the project rapidly enough to meet federal incentive deadlines. The option of waiting to develop this project later as a single project to see if the ITC is at some point reinstated is also a viable path, though project cost assumptions would likely change over an extended period.

BI-27-PW-52: Solar Arrays and Potential Power Generation

Department(s)	Public Works Departmen/ Planning Department
Project Location	Citywide
Project Justification	Climate action plan implementation
Project Website	N/A
Planning Documents/Studies	Climate Action Plan



Project Description: This project addresses implementation of the City's Climate Action Plan. The initial funds will be to finalize design of the Jones Avenue Solar array. Future years would be for installation of solar arrays on City buildings.

Evaluation Criteria & Prioritization		
Priority: O (ongoing or programmatic)		
CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Impact on the Operating Budget	
Personnel	
Non-Personnel Line-Items	

Notes of Changes in Funding Plan from FY26-31 CIP:
New project for FY27

Project Funding		FY27	FY28	FY29	FY30	FY31	FY32	Totals 27-32
Capital Outlay (GF)	1%	$50,000						$50,000
Federal/State	0%							$0
Bond/Lease	40%				$1,000,000		$1,000,000	$2,000,000
Other (% for art)	0%							$0
Revenues	0%							$0
PPP (Power Purchase Agreement)	59%		$3,000,000					$3,000,000
	Totals	$50,000	$3,000,000	$0	$1,000,000	$0	$1,000,000	$5,050,000

Policies Compliance	
Percent for Art	
Cultural Plan	
Community Health Plan	
Complete Streets	
Climate Action Plan	Y
Green Building Policy	

Shuttle Loop and Public Transit Working Group

Purpose

Establish a short-term working group, serving as the task force called for in the 2026–2027 City Council Goals, to turn more than a decade of transit studies, proposals, and Council direction into one clear, actionable recommendation.

Background

Past work. Portsmouth has studied expanded local transit many times, and tested it once:

- 2013: A parking shuttle pilot was recommended to Council.
- 2019: The City issued a microtransit RFQ.
- Through 2020: The City ran a free shuttle from the Connect Community Church lot to the Hanover Garage. It was discontinued in June 2020 for very limited use, months after $3 employee parking opened at Foundry Place and during early COVID. No evaluation of why use was low was published.
- 2025: The DESMAN Strategic Parking Plan identified a remote parking reservoir with transit into downtown as one way to address projected parking shortfalls.

Current direction. Existing plans and Council direction already point toward action:

- The FY2027 CIP includes a $100,000 transit feasibility study (BI-26-PL-29).
- The draft Master Plan names Routes 40, 41, and 43 as priority corridors.
- The 2026–2027 Council Goals call for a task force on shuttle loop feasibility and public/private funding.
- The Sustainability Committee has submitted an updated CIP proposal for a shuttle loop pilot.

Why now. Three pressures are converging:

- Downtown workers have told Council about the cumulative cost of parking.
- COAST is adjusting service as federal funding declines.
- Portsmouth's workday population is roughly 42,000 people, nearly double its roughly 22,000 residents, based on NH Employment Security data. Most of those workers live outside the city.

What's missing. Studies and plans exist, but Portsmouth still lacks usage data that shows whether demand is low or past service didn't fit riders' needs, and it lacks a shared starting point for the next step. This approach has been discussed with the City Manager and staff. Defining the scope first means any future consultant engagement starts from a clear, locally grounded brief.

Charge

1. Consolidate existing studies, plans, budget items, and data into a shared knowledge base.
2. Identify where prior work agrees, where it conflicts, and what information is still missing.
3. Evaluate options against New Hampshire's legal, funding, and scale realities. Options include adapting COAST routes, a shuttle loop, workforce park-and-ride, microtransit, or a hybrid.
4. Recommend either:
    - a pilot scope with cost, funding sources, and an evaluation plan; or
    - a clear design scope ready to hand to consultants.

Timeline

Days 1–30: Review the shared knowledge base. Submit data requests to staff and partners.
Days 31–60: Evaluate options. Gather input from employers and downtown workers.
Days 61–90: Draft the recommendation and report back to Council.

Proposed Membership (a minimum of 13, with membership that may include representation from the following):

Council: Councilor Hopkins (convener) [and one additional Councilor, if desired]

City staff:
- Planning & Sustainability
- Public Works
- Parking & Transportation
- Economic Development
- Finance and Legal, as needed

City Committees: One representative each from:
- Sustainability Committee
- Blue Ribbon Bicycle Pedestrian Advisory Committee
- Parking and Traffic Safety Committee
- Planning Board

Regional and transit partners:
- Rockingham Planning Commission
- COAST
- C&J

Community: [Optional: Chamber Collaborative, a downtown workforce representative, a major employer]

Cost

No new appropriation is requested. The group requires staff time for meeting support and data requests.

Requested Action

Establish the working group as described above, serving as the 2026–2027 Council Goals task force, with a report back to Council by January 29, 2027.

Gift and Donation Submission Form

Donations received by the City of Portsmouth must be accepted by the City Council. Please complete this form and submit it to the City Manager for inclusion on an upcoming agenda.

8/18/26

Department/ Contact Person:	Senior Activity Center, Nicole Finitsis, Senior Services Supervisor
Donation Amount:	500.00

Are Funds to be directed to a particular department, program or fund? – If yes, please provide detail below:

Account - **13-786-339-00-100-002-061002.**
Senior Activity Center Luncheon Fund 13

Is there a particular purpose intended with this donation:

Future Senior Luncheon Funding by Senior Activity Center Member and Portsmouth resident Karen Parnes. Karen wishes to give back to the center in gratitude for having access to it and all the programming.

Other Information/Special Conditions:

Donor Information

First & Last Name:	Karen Parnes
Business Name:	
Address*:	2075 Lafayette Rd, Unit A32, Portsmouth NH 03801
Phone*:	
Email*:	
	(267) 994-9466

Please note that gifts/donations to individual employees with a value of $100 or more are not permitted. Information with an asterisk (*) indicates it will not be publicly distributed.

August 14, 2026

Dear Portsmouth City Council Members,

I am writing to express my interest in purchasing a granite bench in Haven Park to memorialize my parents. They were long time residents of Portsmouth and the Seacoast and loved the South End. This bench would serve as a meaningful tribute to their lives and an enduring connection to the community.

As someone who grew up in Portsmouth and currently a part time resident of the South End, my family and I would truly appreciate this opportunety.

Warm regards,

Todd and Samantha Smith

City of Portsmouth, NH

TO: Karen Conard, City Manager

FROM: Corin Hallowell, Parks and Greenery Foreman

DATE: August 18, 2026

AGENDA ITEM: Bench Donation

REQUEST FOR INCLUSION ON A CITY COUNCIL AGENDA

For the next available City Council meeting date.

Approved for recommendation by Peter Rice, Director of Public Works.

The City has received a request from Todd Smith to donate a Granite Bench bench in memory of Anthony D and Patricia A Casso . The Department has reviewed and accepted the application and has designated an appropriate location for placement of the bench within Four Tree Island. We respectfully request the Council formally accept this donation.

SUGGESTED ACTION:

Motion to accept a memorial bench from Todd Smith in memory of Anthony D and Patricia A Casso to be installed at Four Tree Island.

CITY OF PORTSMOUTH

Legal Department
Municipal Complex
1 Junkins Avenue
Portsmouth, New Hampshire 03801
smwoodland@portsmouthnh.gov
(603) 610-7240

Suzanne M. Woodland
Regulatory Counsel

Date: September 10, 2026

To: Karen S. Conard, City Manager

From: Suzanne M. Woodland, Regulatory Counsel

Re: Acceptance of Donations for Point-of-Graves Cemetery Wall Repair with Brief Presentation

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The Department of Public Works has worked with Terrence Parker of Terra Firma to develop plans to replace the Point of Graves wall which is in substantial disrepair. The new wall will be stone masonry with granite caps. The existing wrought-iron turnstile will be restored and returned. The plans have been reviewed by the Cemetery Committee and provided to the Historic District Commission for information purposes.

The City's current estimate for wall replacement is approximately $480,000. The City has approximately $240,000 currently available for funding for design, permitting and construction. A South End resident has offered to bridge the gap in funding with an up to $240,000 match to allow work to proceed in early 2027. The City is prepared to solicit proposals to secure a qualified contractor this fall and finalize a project cost.

Friends of the South End (FOSE) has been engaged in fundraising to help offset costs as well. A FOSE representative and Christine Sproviero, Department of Public Works Project Manager, are prepared to make a brief presentation regarding the project and to thank the donors.

Proposed motions relative to the donations:

1. Move to accept with thanks a donation from an Anonymous South End Resident of up to $240,000 for the Point of Graves Cemetery Wall Replacement.

2. Move to accept with thanks the additional donations for the Point of Graves Cemetery Wall Replacement:

Kyle LaChance	86 S. School Street	$50.00
Robert Lambert	115 South Street	$250.00
Emily Roesler	44 Gardner Street	$500.00
Lenore Leonardi	49 Pickering Street	$100.00
Peter Morin	170 Mechanic Street	$1,000.00
Elizabeth Grady	540 Marcy Street	$250.00

Jolanda Fannin	7 Brackettt Lane	$100.00
Donald Margeson	24 Marcy Street	$500.00
Nancy Hanssman	130 Gates Street	$3,000.00
Anonymous	South End Resident	$100.00
Jolanda Fannin in honor of Jim and Minxie Fannin	7 Brackettt Lane	$150.00
Douglas and Mary Nelson	355 Pleasant Street	$100.00
Boduch Family	34 Hunking Street	$500.00
Daniel J Brown	32 Pickering Street	$200.00
Nancy Hammond	64 Gates Street	$50.00
Diane Schaefer in memory of Elisha Biard	620 Lincoln Avenue	$100.00
Anonymous	South End Resident	$100.00
Geno’s Chowder and Sandwich Shop	117 Mechanic Street	$250.00

Downtown Parking Report Back

City Council Meeting, September 14, 2026

City of Portsmouth, New Hampshire






The free parking the City provides

450+

free spaces in the City's parking lots*

open to everyone

The City's free parking lots	Spaces
Parrott Avenue Lot	183
Peirce Island Lots	115
South Mill Pond Lot	90
Masonic Lot (leased)	75
City Hall lower lot (off-hours)	100+

Additional free parking spots

221 adjacent to downtown

232 in RAPP resident zones

registered residents

78 in the Library Lot

***Mixed Use* 43 Library Only, 6 ADA, 19 4-hour & 10 2-hour spaces)**

Masonic Lot is leased using parking revenue, available 6 am to 2 am; reduced to 44 spaces on Monday and Wednesday nights (5 pm to 2 am).

**** Over 550 spaces available at peak times when City Hall lower lot spaces are available during off-hours.***

RAPP: more availability, and residents access increased

+23.6%
More midday availability on pilot streets

+19.9%
More evening availability on pilot streets

88%
of parking on pilot streets is now residents

- Charging nonresidents freed up all-day spaces on the pilot streets. Mornings were already resident-parked, so they held steady.
- Residents make up 88% of transactions on these streets; 7% are paid nonresidents.
- Nearby non-pilot streets saw a small drop in availability (8.1% in the afternoon, 4.8% in the evening). Staff are monitoring these areas for any spillover. **Availability on spillover streets has slightly increased as Downtown Workforce at Foundry usage increased.**

Downtown Workforce use is growing

160 / day
Using the Foundry workforce program, up 23%

703
Downtown workers enrolled in the program

96% → 67%
Midday use on Parrott Avenue, freed up

- **Foundry Garage:** workforce use rose from 130 to 160 parkers a day in July.
  - The garage also holds 296 monthly pass holders (134 resident, 162 nonresident).
- **Parrott Avenue:** workforce visits grew from 100 in July to 130 in August, with an average stay of about 6.6 hours. 53 workers have registered for the Parrott pilot only.
- **Council-requested improvements include:**
  - A clear definition of Downtown Workforce
  - 12-hour stickers at Foundry
  - Ability to purchase up to 26 per month, daily and weekly purchase;
  - City eliminating the 35-cent fee on Parrott Avenue for Downtown Workforce.

Parking for downtown volunteers – Ideas for a Pilot

Downtown venues such as the Music Hall rely on volunteers who staff evening and weekend events. The City met with the Music Hall to look at low-cost, convenient parking options for them.

Already available

Volunteers can already use the City's free parking, more than 550 spaces at peak event times, in the evenings and on weekends when most shifts happen.

Locations include the Parrott Avenue, Peirce Island, South Mill Pond, Library, and Masonic lots, plus the streets adjacent to downtown.

Proposed pilot

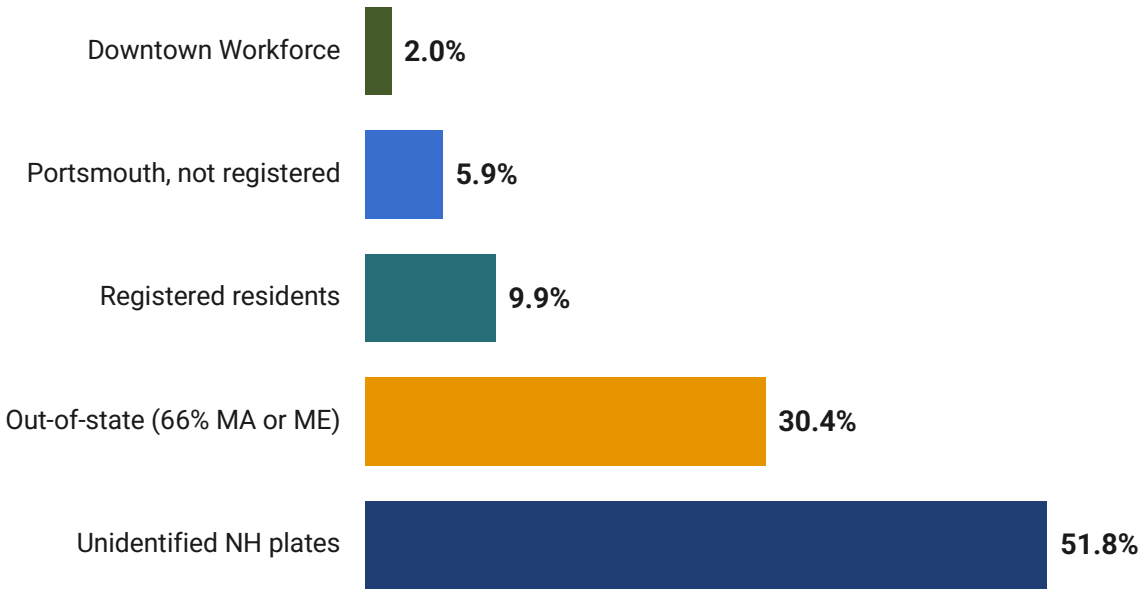
Open the back of the Portsmouth Middle School lot to registered volunteers during off-hours, when the school is not in operation, in the evenings and on weekends.

Registration keeps the spaces reserved for actual volunteers and lets the City track how they are used.

Next: confirm the Pilot with the School Department and the Music Hall, set up volunteer registration, and report participation with the quarterly parking update.

Who parks in the Parrott Avenue Lot

Five weekday mornings, August 18 to 24, 2026 (183-space free lot)



Low Downtown Workforce participation – might be due to availability.

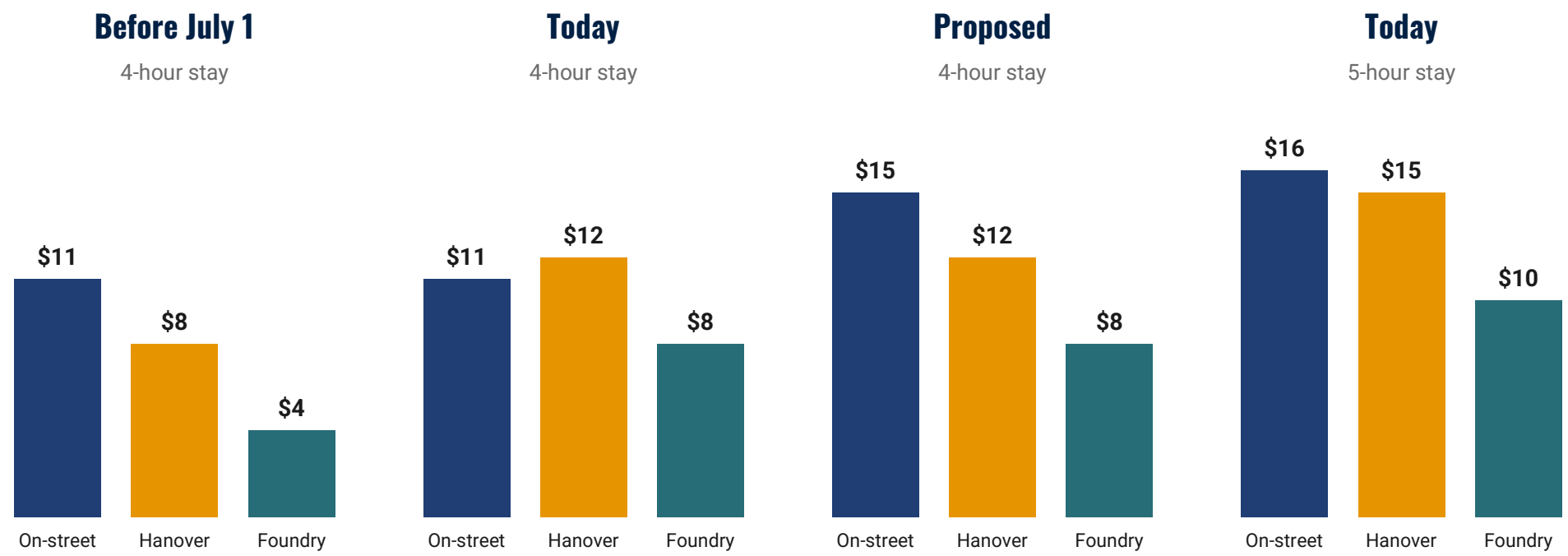
61 plates appeared on 4 out 5 of the 5 mornings, about a third of the unidentified vehicles.

80% appear to be mostly non-residents (or unidentified plates) and out-of-state visitors/commuters who are not enrolled in any program.

Of the NH plates, only 10 percent are registered residents

30% are not NH plates

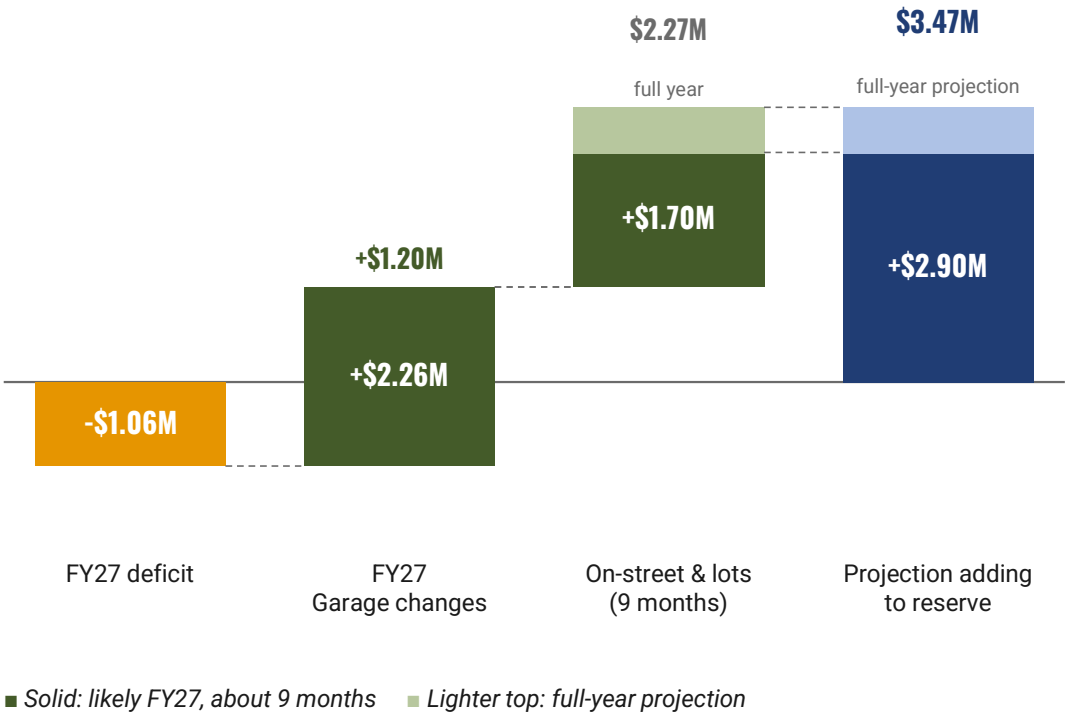
How the cost of a stay compares – On-street and Parking Lots



Only the garages increased on July 1 (Hanover is $3/hour and Foundry is $2/hour).

The postponed on-street change ($3 per hour, then $6 after 3 hours) would put on-street back above the garages at 4 hours, and at a 5-hour stay it is already the most expensive today.

Impact of rate changes on Parking Revenues - From operational deficit to building reserves



The garage changes alone ended the operational deficit.

- Without the garage rate changes, FY27 was projected to run a deficit of about $1.06M.
- The garage changes (+$2.26M), in effect since July 1, are anticipated to close that gap and create a surplus to build reserves of about $1.2M.
- The $2.27M on-street figure is a full-year projection. Adopted in October, FY27 would capture about 9 months, or roughly $1.70M.
- **If the on-street change is adopted, the estimated FY27 net would be about $2.90M, versus the $3.47M full-year projection.**

The gap is the projected revenue-minus-expenditure shortfall. Figures are projections; observed behavior can shift them.

How the Parking Rate, ParkMobile Fee, and Credit Card (Gateway) Fees Work

A ParkMobile charge has three parts. Only one reaches the driver as an add-on.

The parking rate

What you pay to park (for example, 30 cents per hour on Parrott Avenue for Downtown Workforce, $2/$5 for on-street parking).

These funds go to the City.

Paid by the driver

The 35-cent transaction fee

ParkMobile's transaction fee, charged once per parking session, not per hour.

Registered residents do not pay a 35 cent fee when using the app.

Paid by non-resident parkers

Credit card (gateway) fees

The processing cost on every card payment.

The City absorbs this, as most cities do.

Drivers never see it.

Absorbed by the City

The 35-cent transaction fee is a flat, per-session charge, separate from the parking rate and from the card processing the City already covers.

The Wallet and monthly membership: worth it?

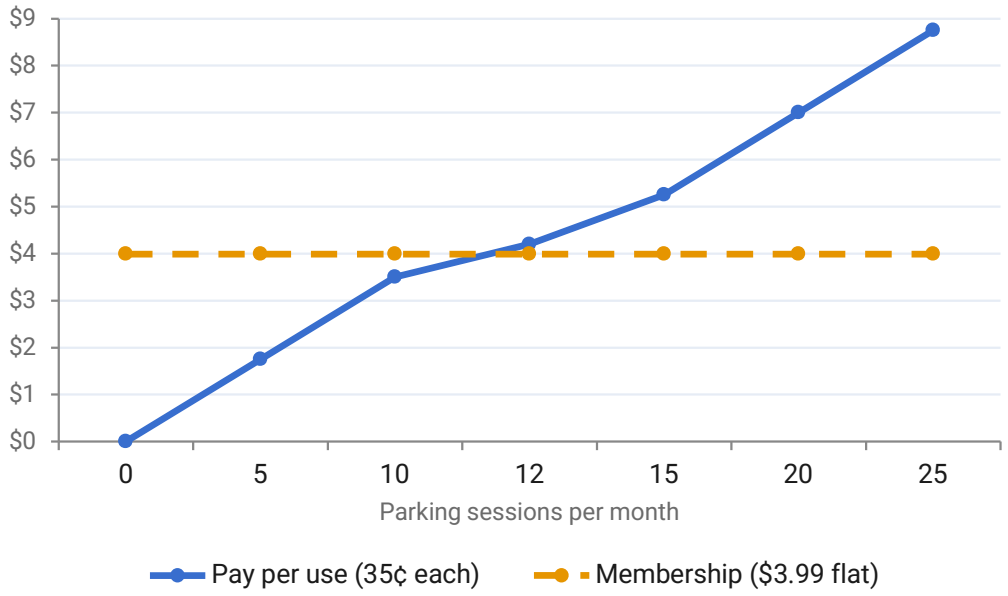
ParkMobile Wallet

A pre-loaded balance. ParkMobile markets lower fees, but Portsmouth's 35-cent fee is flat, so there is no savings for our users.
The Wallet only changes how they pay: one card charge to load, then parking activity draws it down.

Monthly membership (currently $3.99)

Replaces the per-session fee with a flat monthly rate. A driver would need to park about 12 times a month to break even. Terms vary by location and should be confirmed with ParkMobile.

Monthly fee cost: pay-per-use versus membership



Break-even is about 12 parks a month. A full-time worker parking 20 times pays $7 in fees, so a membership would save a few dollars; occasional parkers pay less without one.

Questions



City of Portsmouth, New Hampshire