

AGENDA

PARKING and TRAFFIC SAFETY COMMITTEE

8:00 A.M. – March 7, 2019

City Hall – Conference Room A

ON-SITE COMMITTEE: Please meet on Wednesday, March 6th at 8:00 a.m. in the upper parking lot at City Hall, 1 Junkins Avenue, to view the following location:

- Brewery Lane at Albany Street
-

I. CALL TO ORDER

II. ROLL CALL

III. ACCEPTANCE OF THE MINUTES

IV. FINANCIAL REPORT

V. PUBLIC COMMENT (15 MINUTES)

This is the time for all comments on any of the agenda items or non-agenda items.

VI. PRESENTATION

No presentation.

VII. NEW BUSINESS

(No public comment during Committee discussion without Committee approval.)

A. Implement four-way stop at intersection of Brewery Lane and Albany Street.

Sample Motion: Move to refer to staff for report back.

VIII. OLD BUSINESS

A. Report back on Middle School traffic pattern and potential one-way flow on Parrott Avenue. **Sample Motion: Move to have staff continue monitoring traffic operations and report back.**

B. Neighborhood Parking Program, referral from City Council for vote on amended program. **Sample Motion: Move to approve Neighborhood Parking Program as amended.**

IX. INFORMATIONAL

- A. Islington Street project status.
- B. Zagster bike share program second year update, by Juliet Walker.
- C. Cate Street connector public meeting, by Planning Director Juliet Walker.
- D. Letter from Elizabeth Bratter regarding Neighborhood Parking Program.
- E. PTS Open Action Items.
- F. City Council Work Session Re: Parking Principles Review and Discussion – March 25, 2019.

X. MISCELLANEOUS

XI. ADJOURNMENT

Unaudited

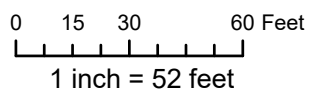
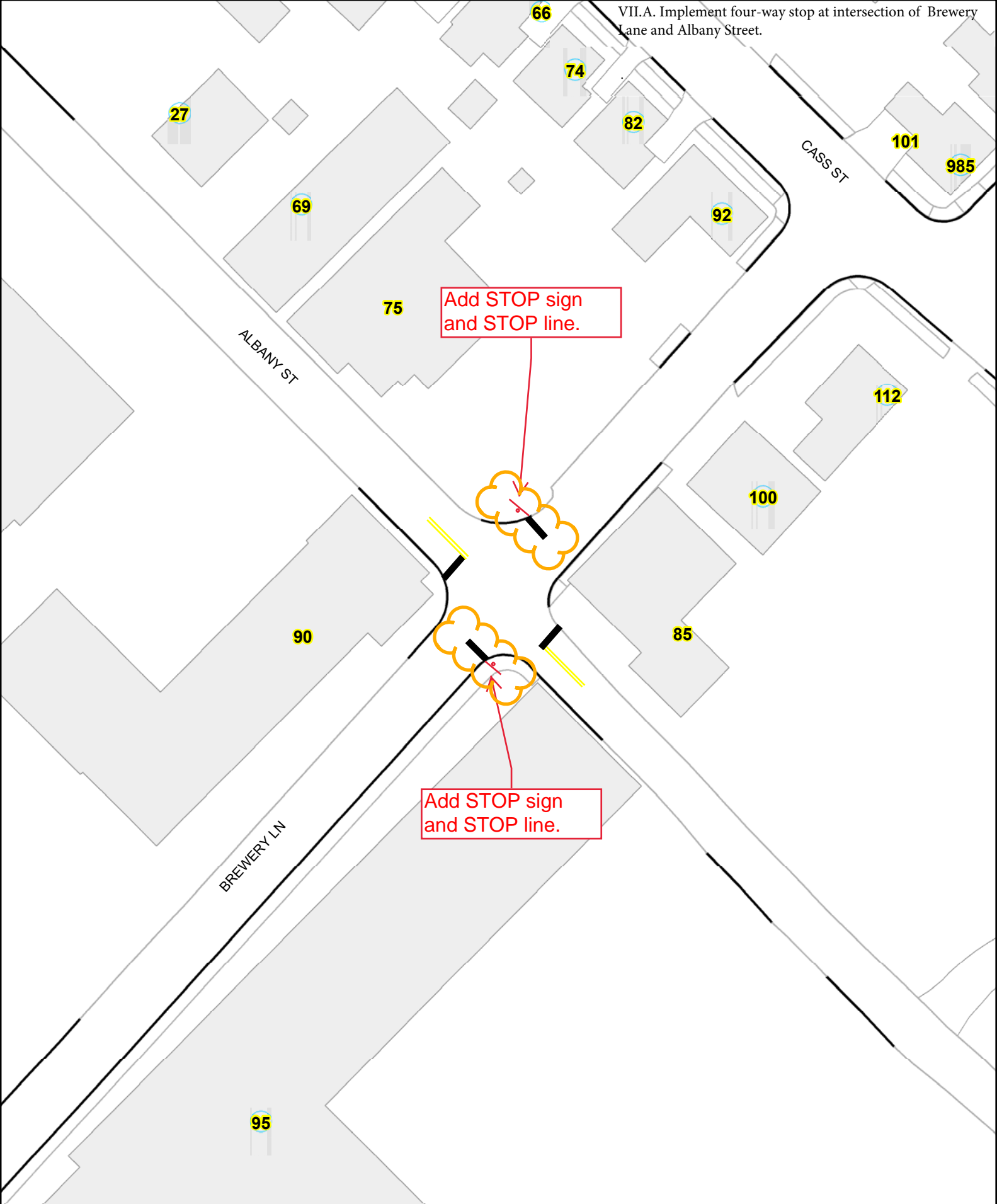
Percentage of Fiscal Year Complete 58.33%
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Preliminary
Totals Thru
January 31, 2019

	Total	Budgeted	% of Budget
FY 19			
Parking Meter Fees	1,925,174.53	3,200,000.00	60%
Meter Space Rental	76,230.00	90,000.00	85%
Meter In Vehicle	79,095.00	110,000.00	72%
High Hanover Transient	1,433,280.05	2,400,000.00	60%
High Hanover Passes	912,950.00	1,645,500.00	55%
Foundry Place Transient	20,981.89	337,500.00	6%
Foundry Place Passes	68,700.00	126,700.00	54%
HH Pass Reinstatement	2,390.00	2,500.00	96%
Vaughan St Parking Facility	0.00	-	0%
Foundry Pass Reinstatement	720.00	-	0%
Parking Violations	452,871.05	727,742.00	62%
Immobilization Administration Fee	7,350.00	15,000.00	49%
Summons Admin Fee	225.00	3,000.00	8%
Total FY 19	4,979,967.52	8,657,942.00	58%

	BUDGETED	
	6,245,637	72% Transfer to Parking Fund
	2,412,305	28% Funds Remaining in Gen Fund

VII.A. Implement four-way stop at intersection of Brewery Lane and Albany Street.



City of Portsmouth

Department of Public Works



MEMORANDUM

TO: John P. Bohenko, City Manager

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

DATE: February 21, 2019

SUBJECT: Report Back, Middle School Traffic on Parrott Avenue

Concerns have been raised by the Middle School principal and resource officer regarding the drop-off and pick-up of middle school students and the traffic congestion during those times on Parrott Avenue and within the Library parking lot. They have asked whether Parrott Avenue could be made a one-way street during the peak school traffic periods. City staff has conducted several observations at the school and the library and along Parrott Avenue, including the intersections of Parrott Avenue with Rogers Street and with Richards Avenue. Traffic counts were also conducted at these intersections during the peak periods using video traffic cameras.

During the morning drop-off time, city staff observed many vehicles coming up Parrott Avenue from Richards Avenue, turning into the parking lot to drop-off students, then turn around and head back down Parrott Avenue to Richards Avenue. The library and school parking lot are mostly empty at this time and the drop-off activity did not present any significant safety concerns. Other students are dropped off at the designated drop-off spaces on Parrott Avenue. The few students that were dropped off on the opposite side of Parrott Avenue used the crosswalk and crossing guard to get across the street. Most on-street parking spaces on Parrott Avenue were already filled, with vehicles parked up to the edges of driveways and crosswalks. Overall, the morning drop-off period works fairly well. 60 percent of the traffic is coming down Parrott Avenue from the Rogers Street intersection, with the remaining 40 percent coming up Parrott Avenue from Richards Avenue. After dropping off students, 80 percent of the traffic heads down Parrott Avenue to Richards Avenue, with the remaining 20 percent heading up Parrott Avenue towards Rogers Street. This reflects the fact that many parents are coming in from Richards Avenue, turning around in the school parking lot and heading back towards Richards Avenue. Of the traffic turning onto Richards Avenue from Parrott Avenue, 60 percent is making a right turn.

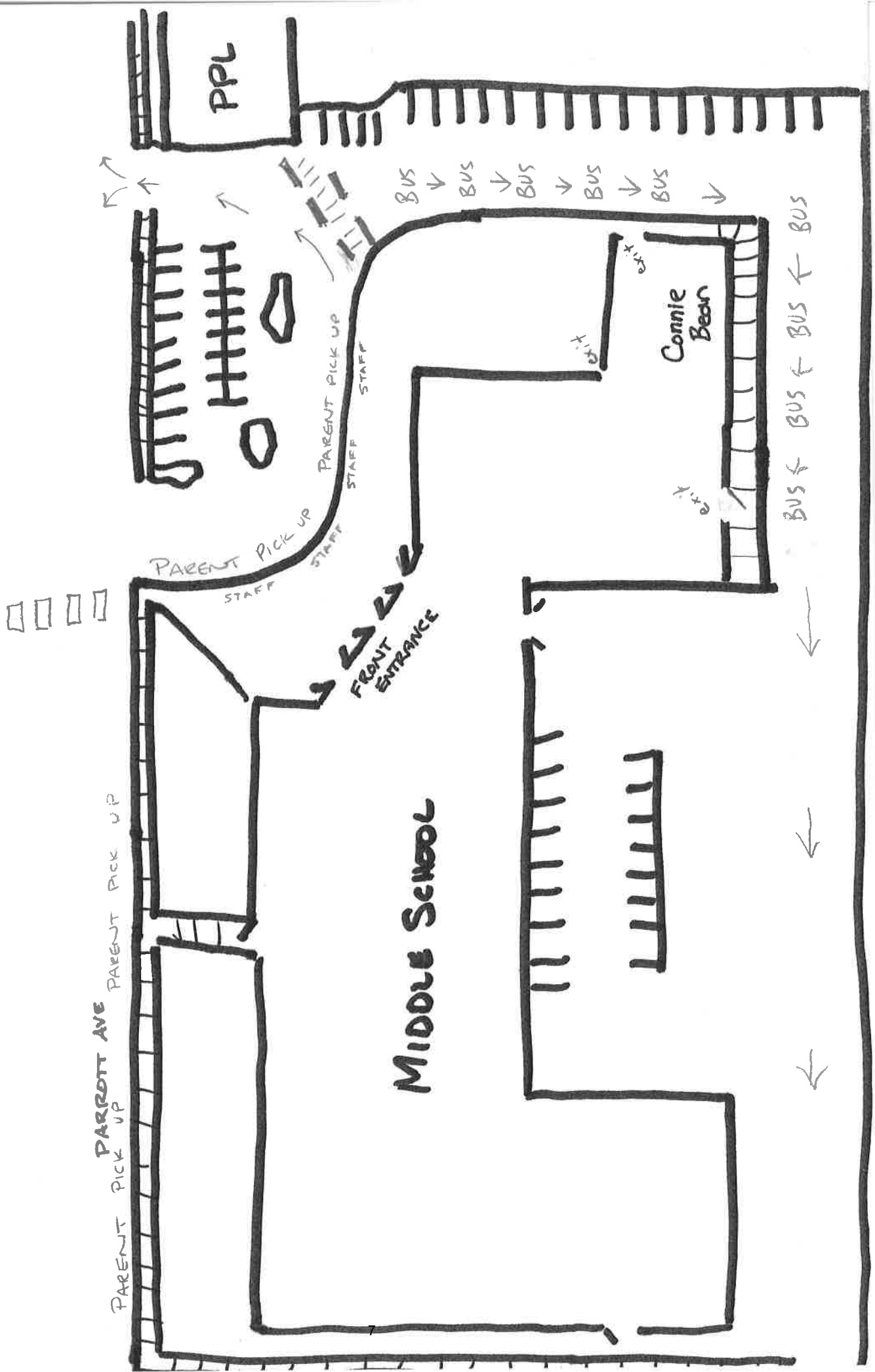
During the afternoon pick-up time, the library and school parking lot are mostly full, and any remaining spaces are filled by vehicles waiting to pick up students. The traffic flow coming to the school is split evenly with half the vehicles approaching from Richards Avenue and half coming

from the Rogers Street intersection. Leaving the school, 70 percent of the traffic heads down to Richards Avenue, with the remaining 30 percent heading towards Rogers Street. 60 percent of the traffic leaving towards Richards Avenue turns right onto Richards Avenue. With the heavy volume of traffic heading to Richards Avenue, combined with the 50 pedestrians observed crossing the intersection at Richards Avenue, and the traffic on Richards Avenue, the queue of vehicles on Parrott Avenue extends back past the library driveway. When this happens, some vehicles turn left out of the library driveway and head towards Rogers Street, rather than wait in the queue of vehicles trying to get to Richards Avenue.

If Parrott Avenue was to become one-way during these periods, it would be best to have traffic flowing from Rogers Street to Richards Avenue. However, it would likely increase the vehicle queueing on Parrott Avenue waiting to get onto Richards Avenue. Library patrons or other users of the street would not have the option of heading towards Rogers Street. The one-way flow could also cause an increase in vehicle speeds on Parrott Avenue as there would not be any opposing traffic to contend with. Several additional signs would be needed at the Richards Avenue intersection as well as at the Library driveways, informing motorists of the one-way restriction during the school peak periods. A limited traffic restriction can be very challenging to enforce and confusing for motorists who will have to read and process a lot of information on the signs as they drive past. The restriction would not be needed every day due to snow days, vacation days, weekends, etc. And the times needed would be different on weather delay days, half-days, and early dismissals.

On March 4 the school will be implementing a new traffic pattern on the school grounds that will have the buses travel around to the back of the school for students to load and unload. This relocation of the buses will allow for vehicles picking up and dropping off students to pull in and wait where the buses currently wait. These vehicles would then circulate in front of the library and exit onto Parrott Avenue. Students will not be allowed to walk through the library parking lot. This new plan, which is attached, would seem to have potential benefits in reducing vehicle and pedestrian conflicts in the library lot, while also possibly keeping bus and vehicular traffic separated. It is recommended that this new traffic pattern be implemented and observed, before implementing further measures such as one-way flow on Parrott Avenue.

A





CITY OF PORTSMOUTH NEIGHBORHOOD PARKING PROGRAM (NPP) GENERAL PARAMETERS-ISLINGTON CREEK

In areas where a Neighborhood Parking Program is established, on-street parking will be limited to two hours on residential streets. Residents who live on streets that participate in the Islington Creek program may obtain up to three (3) Permits, and one (1) Guest Permit, that will be exempt from posted time limits. Enforcement hours will be 9am to 8pm, daily.

The NPP will first be available on a pilot basis for a period of six (6) months; the City Manager shall have the authority to make necessary changes throughout the pilot period to accommodate unanticipated circumstances. Any required fees associated with the program will be established and updated by the City Council.

How to Become a Neighborhood Parking Area

The Neighborhood will have forty five (45) days from City Council approval to collect and submit a petition to the Parking Division in order for their streets to be subject to NPP rules. In order for the petition to be accepted:

- Petitioners must designate an NPP Steering Committee. The Steering Committee Chair is the designated liaison between the City and the Neighborhood. If the Neighborhood has an established Neighborhood Committee, petitioners are encouraged to work through that group.
- The NPP Steering Committee is responsible for contacting its residents, circulating the petition, and obtaining signatures for a minimum of 75% of single-family households within the NPP neighborhood. The petition must encompass all households on the streets listed. One signature per household. A 'household' is defined as a legal single-family residential address. Two units in a building qualifies as two households. Staff will evaluate the petition request, ensure that all petition requirements are met, and make a recommendation to City Council.

How the Program Works

- The time limit for parking in an NPP neighborhood without a valid permit is two (2) hours, and will be actively enforced.
- Participation in the program is voluntary. If you choose not to participate, you must obey the posted restrictions in the area if you wish to park on the street. Vehicles not registered with the NPP are subject to enforcement.
- A Parking Enforcement Officer will be assigned to patrol the neighborhood during the enforcement hours.
- All city parking ordinances continue to apply: vehicles may not be parked within fifteen (15) feet of either side of a fire hydrant; within an intersection; on a crosswalk, or within twenty (20) feet of an intersection. Any vehicle that is parked for a period of time so that it appears to be abandoned may be tagged and required to be removed within 72 hours. These rules each apply regardless of whether the vehicle displays a valid NPP permit.

How to Receive your Parking Permit/Permit Rules

- Once the neighborhood is approved for an NPP, individual applicants may apply for a permit.
- Permit applicants must be able to show proof of residency within the NPP neighborhood. Residence must be the primary residence (i.e.) where you are registered to vote.
 - Similar to other residency-based parking programs, proof of residency must be established with a valid, NH Driver's license with the appropriate address, motor vehicle registration showing that the vehicle being registered is in your name at the appropriate address, and either a current utility bill or a fully-executed residential lease agreement.
- Each household may obtain one (1) transferable Guest permit to be used on a vehicle of its choice (trucks over 5500 lbs. do not qualify). **It is not required for a household to participate in the NPP program to be eligible for a Guest Permit.**
- Each vehicle must be registered to an applicant living at the address. If a resident drives an employer-assigned vehicle, the resident must provide written documentation of assignment from their employer in addition to a copy of the vehicle registration.
- Applicant must resolve all outstanding City-related financial obligations prior to receiving a permit (e.g. outstanding parking tickets).
- **A business located within an NPP Neighborhood is eligible for the same number of passes as a single family household.**

Permits for Special Events/Contractors/Service Vehicles

- If a resident needs to utilize a Service Provider such as a plumber or electrician, and the contractor is doing work subject to a Building Permit, he/she can display a copy of that active permit on the dashboard of the vehicle. If there is no active building permit for the project, the resident may visit the Foundry parking offices at 100 Foundry Place, Portsmouth, NH to request a temporary placard for the

provider for that specific date, which the service provider must then display on the dashboard of the vehicle when parked.

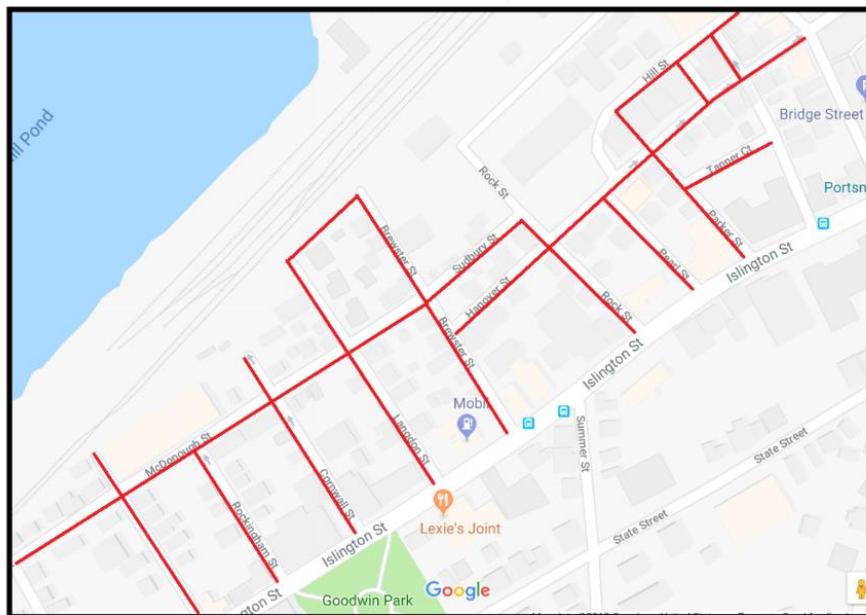
- If replacing an NPP-registered vehicle, registrant may either transfer the plate to the new vehicle and update vehicle information with the Parking Clerk's offices, or register the new plate, cancelling the existing plate. Applicant must again provide required proofs of residency.
- To facilitate on-street parking for Events, actively-participating NPP households may request up to four (4) Single-day Event Visitor Permits per calendar month, allowing event guests to park up to 24 hours. Interested residents can obtain Event passes at the Foundry parking offices located at 100 Foundry Place, Portsmouth, NH. Fees associated with such permits will be established and updated by the City Council.

Additional Rules

- Participants understand that a permit does not guarantee a parking space on any street.
- All permits are subject to annual renewal; proof of residency is required for renewal.
- If any information on the NPP application form is falsified, or if plates are switched among vehicles, the permit will be revoked.
- The Guest Placard is intended to be transferable.
- NPP registrations become null and void if used on a vehicle other than the vehicle listed on the application.

Islington Creek: This program applies to these specific streets: McDonough from Salem to Brewster; Cabot from Islington to the Railroad tracks; Rockingham; Cornwall; Langdon, wrapping around to Brewster; Sudbury; Hanover from Brewster to Bridge; Rock Street from Islington to the signage at Heinemann; Pearl Street; Parker Street; Tanner Court; Hill Street.

Islington Creek Neighborhood Parking Pilot
Street Map



*McDonough from Salem to Brewster; Cabot from Islington to the tracks; Rockingham; Cornwall; Langdon, wrapping around to Brewster; Sudbury; Hanover from Brewster to Bridge; Rock St. from Islington to signage at Heinemann; Pearl; Parker; Tanner Court; Hill Street



CITY OF PORTSMOUTH
Planning Department

MEMORANDUM

TO: NANCY COLBERT PUFF, DEPUTY CITY MANAGER
FROM: JULIET T.H. WALKER, PLANNING DIRECTOR *JTW*
SUBJECT: ZAGSTER BIKE SHARE 2018 REVIEW AND 2019 UPDATE
DATE: 2/25/19

Attached to this memorandum is a membership and ridership summary and comparative data provided by Zagster for 2018. As you know, the program launched on May 3, 2017 with the installation of 6 bike stations around the downtown and 30 bikes. In 2018, we added an additional station sponsored by Portwalk Place, bringing the total number of stations up to 7 and total number of bikes to 35.

In the spring of 2017, the City entered into a 3-year lease agreement with Zagster. The agreement costs \$54,000 per year (\$1,800 per bike) and is funded through the City's Parking Revenue fund. The City receives all revenue from the fees paid by users of the Zagster system minus a 7% administration fee. For the 2018 season, a net of \$5,049.46 was returned to the City.

Attached is a summary report for 2018 including the following information:

- 1) Total number of members by member type
- 2) Total ridership (rentals) and average trip lengths
- 3) Comparative analysis of Portsmouth against the municipal average for Zagster communities
- 4) Overall activity for each of the bike stations
- 5) Riders (members) by zip code

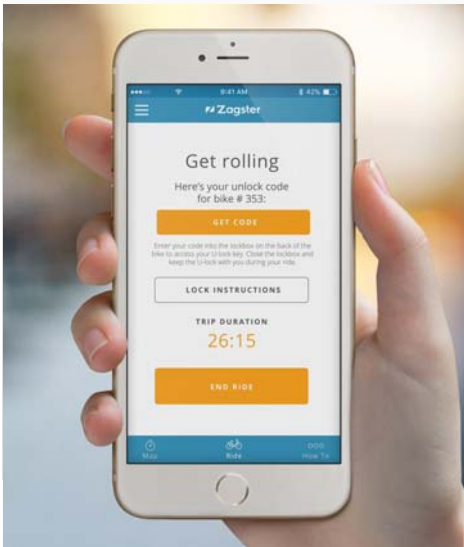
Looking forward to the 2019 season, the City is pleased that Kane Development has agreed to sponsor a new station. The new station will be on Commerce Way in the Portsmouth Business Park, bringing the total number of stations up to 8 and total number of bikes to 40. An overview of the sponsorship benefits is included in the summary report.

The City's lease with Zagster will expire at the end of 2019. At this time, the City is anticipating releasing a Request for Proposals in the fall for provision of bike share services beyond 2019. The bike share industry is changing at a rapid pace, we believe that an RFP will enable us to compare a variety of vendors (including Zagster) should the City decide to continue to provide bike share services beyond 2019.



2018 Review 2019 Preview

How Zagster works



1. Borrow

Enter the bike's number into the app. Get a single-use code to activate the ring lock.

2. Unlock

Enter the code into the keypad. The ring lock will automatically open. Remove the cable from the lock.

3. Ride

Have fun! Use the ring lock and on-bike cable to secure the bike during mid-ride stops.

4. Return

Press lock in the app or on the keypad. Slide the orange tab on the lock down and plug in the station cable.



How Zagster works



No smart phone?

Text **SMS** to **(202) 999-3924** to learn how to ride by text message.



MID-RIDE STOPS

For quick stops away from a Portsmouth, NH Zagster station, you can lock to any public rack.

In 2018, Portsmouth Bike Share had...



755 New Members
join...



...taking **1,599** trips...



...generating **1,345** hours
of new bike riding...



... burning **672,333***
calories...



...and offsetting **2,532*** lbs
of CO₂ emissions!

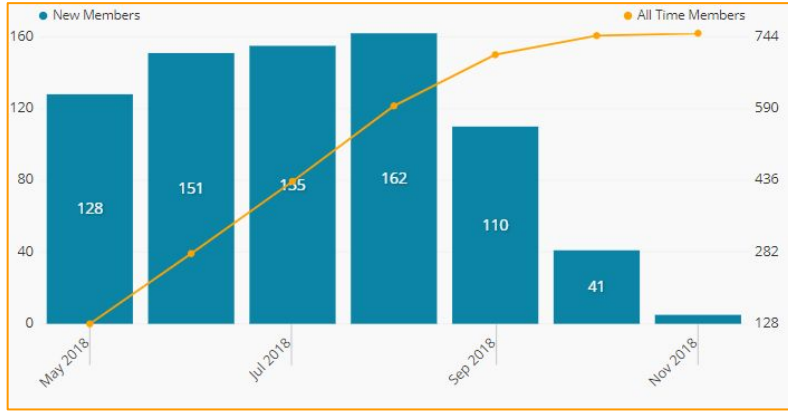
System At a glance...

- Median Trip Duration is **48 minutes**
- **35 Bikes**
- **7 Stations**
- Pay-As-You-Go, Monthly and Annual Membership options available

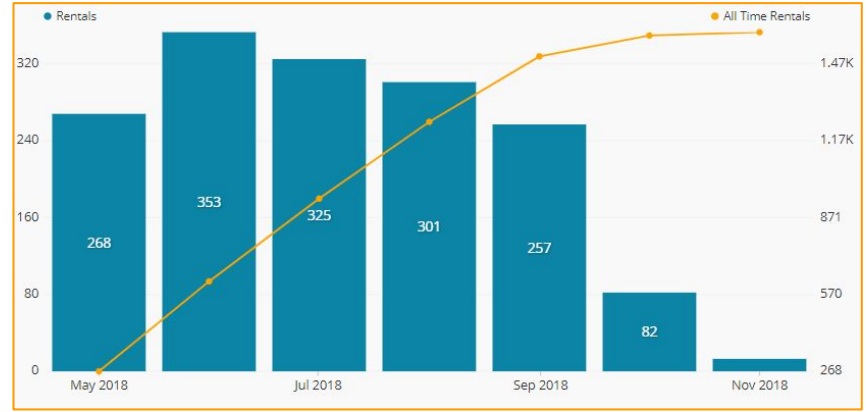


Utilization

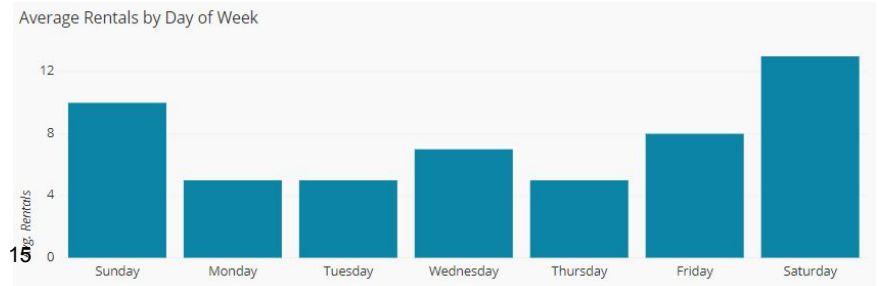
Members Joined: 755



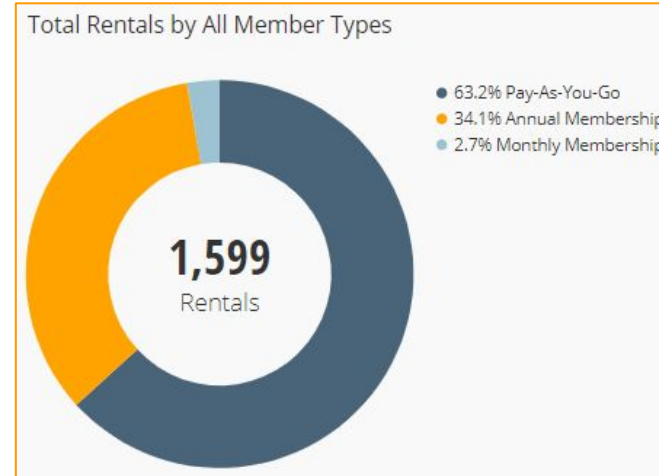
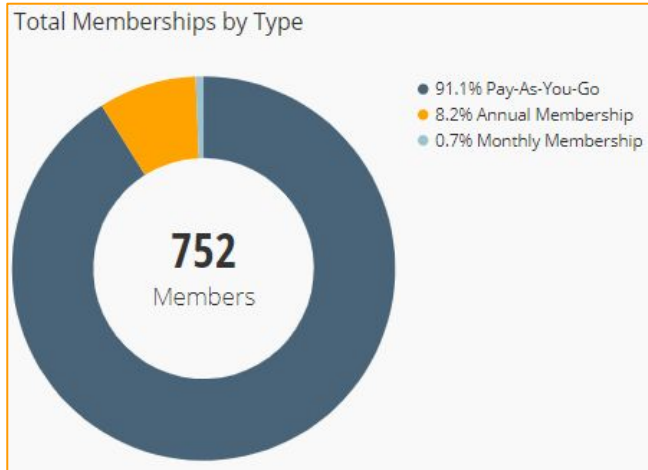
Trips Taken: 1,599



- Since 2017: -21% Members Joined and -12% Trips Taken
 - Per Zagster, dips in second year of systems are expected, especially with regards to members joined after inaugural year.
- At right: Ridership is highest on weekends, an indicator of recreation-based use of the system.



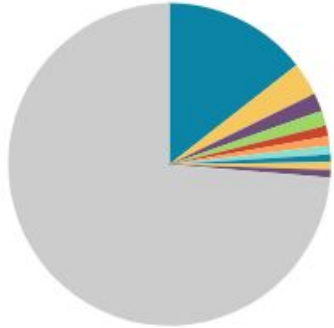
Utilization Ctd.



- Pay-As-You-Go is the lion's share of membership and ridership for the network

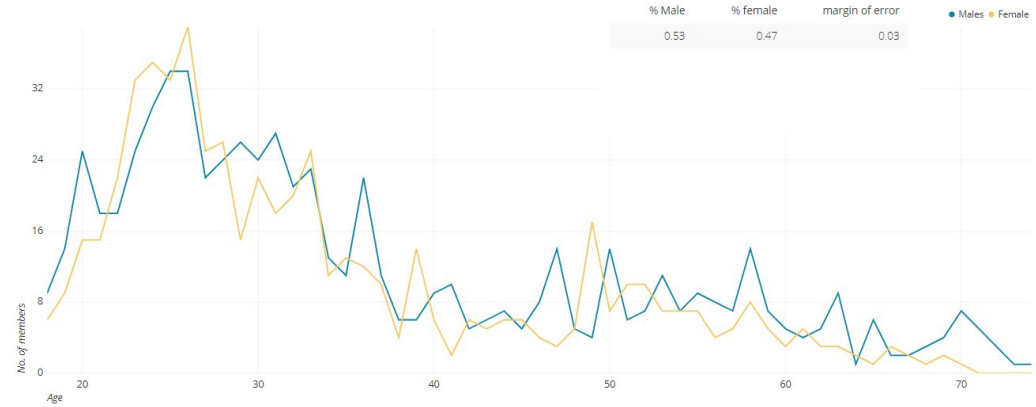
System Demographics

Top Cities & Zip Codes



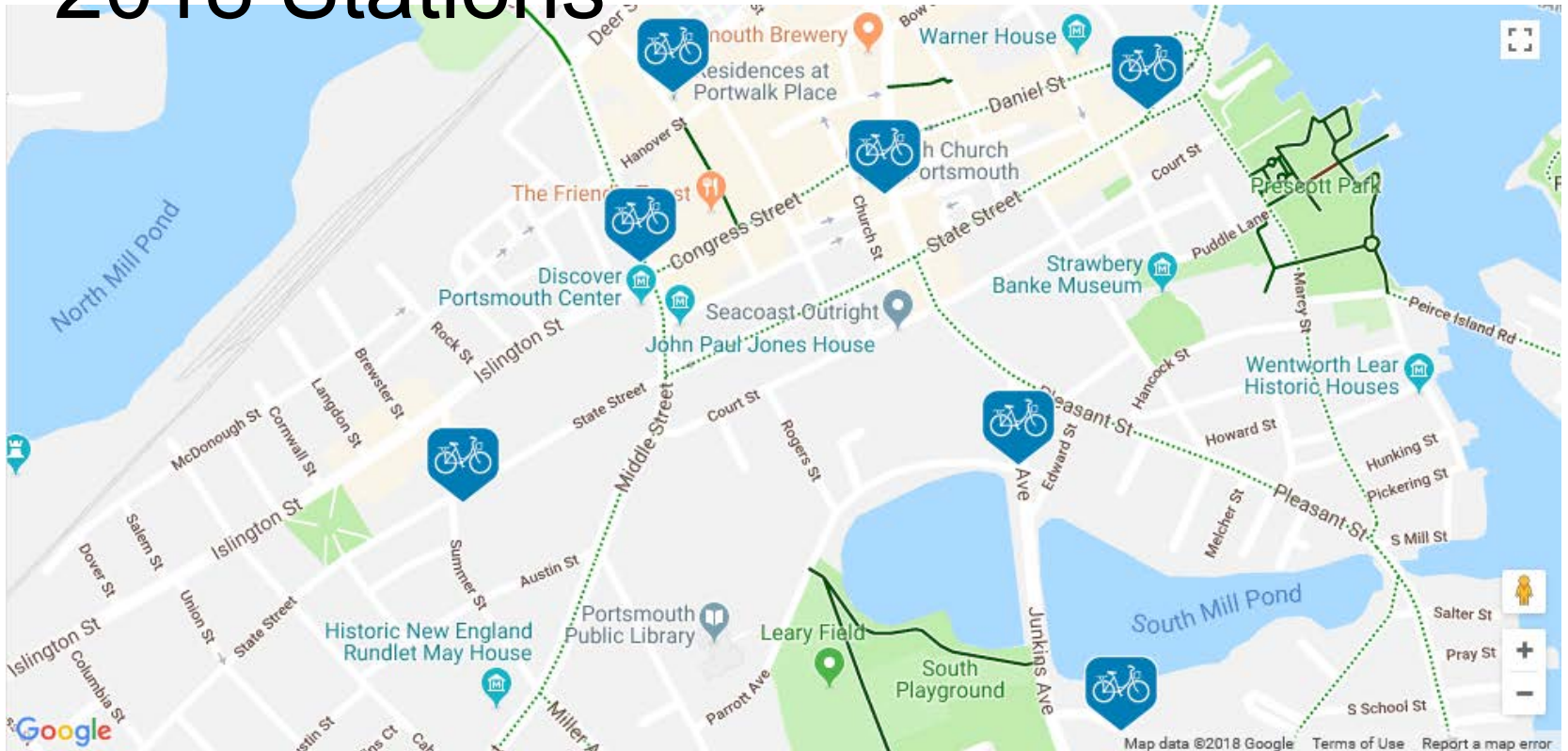
- 14.4% PORTSMOUTH, NH-03801
- 3.3% DOVER, NH-03820
- 1.8% GREENLAND, NH-03840
- 1.5% KITTERY, ME-03904
- 1.1% DURHAM, NH-03824
- 0.9% BOSTON, MA-02116
- 0.9% STRATHAM, NH-03885
- 0.8% BOSTON, MA-02215
- 0.8% ROCHESTER, NH-03839
- 0.8% NEWMARKET, NH-03857
- 73.7% Other

Membership by age & gender



- Where are our new riders from?
 - 37% are from in-state
 - 14% are from Portsmouth
- Age: Majority use by millennials under 35 years of age
- Gender: Slightly higher male use than female

2018 Stations



Utilization by Station

Portwalk Place - 15%
Bridge Street Lot - 11%
Summer St - 15%
Market Square - 17%

Memorial Bridge Lot - 24%
Parrott Ave - 13%
Municipal Complex - 5%

How Does Portsmouth Compare?

Portsmouth is receiving More utilization per capita than Zagster's medium municipal fleet average* (25-35 bikes, e.g. Asbury Park NJ, Healdsburg CA, Longmont CO).

Per 1,000 residents	Members	Trips
Portsmouth	33.8	71.6
Average	17.0	44.2

Why these numbers? Portsmouth benefits from having a strong passive acquisition base, largely due to ridership generated as a destination-based location for both visitors and residents from the area.



2019 Season

Rates and Ride Types



MEMBERSHIP TYPES AND COSTS

- Pay-As-You-Go -- \$1/ 30 minutes, up to \$30 per day max.
- Monthly Membership - \$12
- Annual Membership - \$25

RIDE STRUCTURE AND LIMIT FOR MONTHLY/ANNUAL MEMBERS

- First 2 hours of usage – Free (for monthly and annual members)
- Each additional 60 minutes of usage - \$3
- Up to \$30 per day maximum

RIDER REVENUE RECOVERY

- Zagster collects revenue from all riders
- Returns these revenues to City less a 7% processing charge (quarterly)
- Estimated revenue potential is 15-25% of the overall cost of the program
- 2017 Net Revenue returned to City = \$7,784.45
- 2018 Net Revenue = \$5,049.46

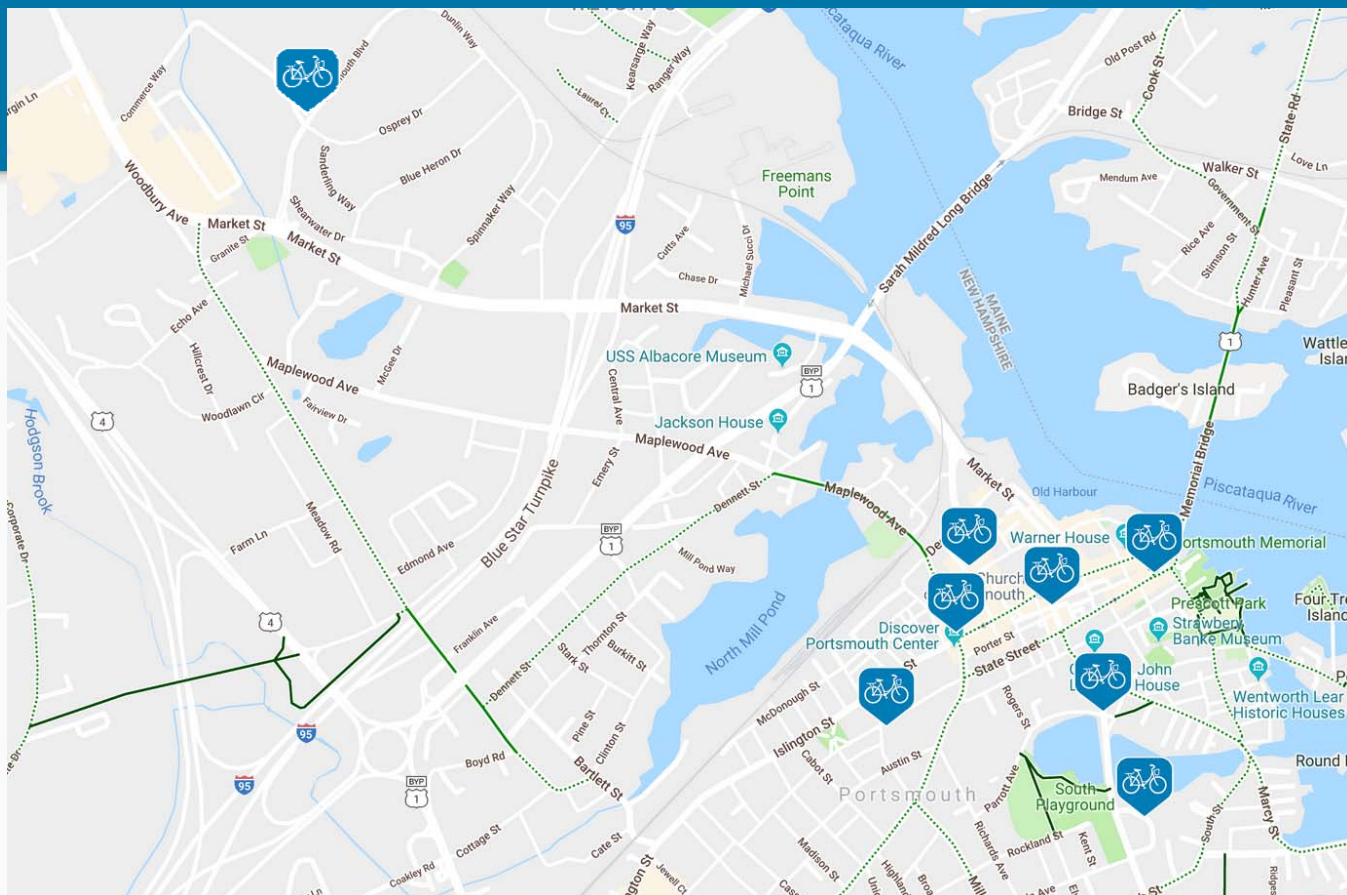




2019 Station Locations

- City Hall
- Parrot Ave
- Memorial Bridge
- Market Square
- Portwalk Place*
- Bridge Street Lot
- Summer Street
- Commerce Way*

* sponsored station



Sponsorship

- \$10,000 per station
- Station placement priority for 1 station
- Brand inclusion on 1 sponsored station
- Brand inclusion on 5 bike baskets
- Brand inclusion on marketing collateral
- Brand inclusion on system website
- Brand inclusion on communications, social media & promotions
- 10 free membership passes

ADVERTISING ASSETS

1 BIKE BASKETS



2 STATION SIGNS



3 DIGITAL



4 PRINT MATERIALS



Dear Parking, Traffic and Safety Committee,

02/25/2019

It is my understanding you have been asked to review the proposed Neighborhood Parking Program (NPP) for the Islington Creek Neighborhood, forwarded to you by the Portsmouth City Council.

The NPP is a pilot program to see if this idea could work. As you review this program I would appreciate it if you could keep in mind that over the past few years the city has systematically lowered many of the parking requirements. These lower parking requirements also allow for further reductions. These reductions are awarded based on providing other options to off-street parking. This idea is based on not needing to meet "required" parking limits for their employees, guest, tenants, etc. and parking in other areas or other means to access the location are part of the reduction.

As of today, I am unaware of any way to enforce these agreements. I have suggested that the Planning Department include the purchase of parking permits at municipal lots, Uber, Lyft or other car-share passes, bus passes, Zip Cars parked on site, as part of these agreements to ensure they are truly available and used by the tenants and guests of said commercial buildings. I have not heard if that practice is in place.

I would like to ask, as you review the NPP, to add an amendment/proposal that states any commercial buildings which have received a parking reduction from the Board of Adjustments, Planning Board or Planning Department, **NOT be allowed ANY permits to park in the NPP zones**. Legal agreements were made to not provide the low number of "required" parking spaces and *parking in any neighborhood is not usually an acceptable option when requesting a parking reduction*. Any commercial building that didn't request a reduction could still get 3 permits.

A limit should be put on these commercial buildings from utilizing any neighborhood as their parking option because *they chose not to keep their word*. The limited parking times (2 hours) during the day, would allow for any patrons to these commercial buildings to still have a temporary place to park. Foundry Garage is just down the street for those who need more time.

Everywhere I've ever worked has told me where to park. Every business I've ever owned I've told my employees where to park. I find it odd that so many of these commercial buildings are parking in neighborhoods when they stated they will provide a place or option for parking to receive the reduction. **Isn't giving these commercial buildings neighborhood parking permits rewarding them for their bad behavior?** They should be held to what they agreed to do!

Some of the original NPP ideas were changed and will impact the inventory, such as "net rule" and allowing businesses 3 permits. Adding a change to the program, *NOT allowing permits to commercial buildings which were given parking reductions would assist in maintaining the inventory*. The program is designed to allow the City Manager's Office to address problems or changes as needed. It is only for 6 months and then it will be reviewed by all! It is a pilot program worth trying! Thank you for your time.

Respectfully,

Elizabeth Bratter

Owner, 159 McDonough and 342 Cabot St

Two simple examples from the Islington Creek Neighborhood:

51 Islington St in 2014 got a parking reduction variance. They stated they would have 53, one and two bedroom condos/apartments, 9000 square feet of retail spaces and 3000 square feet of office space. They were approved to only provide 53 spaces (1 per unit) and the 11,000 sqft would utilize the Bridge St Parking Lot or other municipal parking.

135 McDonough got a parking reduction variance in 2015. They were originally supposed to provide 73 off-street spaces. The Planning Department reassessed the building and stated they should provide 44 off-street spaces for the 20 businesses at that time. The BOA gave a reduction to 22 off-street spaces which are not utilized, the parking lot sits empty and has for over 35 years.

PTS OPEN ACTION ITEMS

PTS Meeting Date	Action Item	Vote	Next Step / Report Back Date
2/7/2019	Parrott Avenue and Rogers Street commercial traffic, school bus traffic and traffic congestion resulting from student drop off/pick up at the Middle School.	VOTED to refer to staff for report back.	Future Meeting
12/6/2018	Request for parking space in bike lane buffer at 60 Lafayette Road.	VOTED to table request.	Future Meeting
11/1/2018	Request to remove 10 metered parking spaces on Deer Street between Bridge Street and Maplewood Avenue, to accommodate anticipated traffic from new Foundry Place parking garage.	VOTED to table request to allow time for staff to observe traffic operations along Deer Street after the opening of the garage.	Tabled until new parking garage is generating more traffic
9/6/2018	Request to install curbing and trees along Madison Street near the intersection with Austin Street.	VOTED to have staff collect data, evaluate and report back on parking and traffic on Madison Street.	Future Meeting
6/7/2018 5/3/2018	Request for a loading zone between the hours of 9 am and 5 pm, 7 days a week, on Vaughan Street at 3S Artspace.	6/7/18 - VOTED to make no change at this time and revisit after hotel construction is complete. 5/3/18 - VOTED to refer to staff for report back at the next meeting, if possible.	Revisit after hotel construction is complete
2/1/2018	Request to eliminate 2-hour time limit on Islington Street between Cornwall Street and Rockingham Street.	VOTED to table the action item until the new parking garage is operational.	Tabled until new parking garage is operational
12/17/2017	Request for 15-minute space at 33 Deer Street (associated with this action item)	VOTED to review 15-minute spaces to determine the appropriate length of time for short-term spaces.	Will be using traffic cameras to monitor parking when weather permits
11/2/2017	Concerns regarding traffic not yielding to pedestrians in crosswalk on Middle Road at Essex Avenue.	12/7/17 VOTED to increase the visibility of the crosswalk by repainting and lengthening the existing 6 ft. stripes to 8 ft. to make it appear larger to approaching motorists. 11/2/17 VOTED to have staff collect data, evaluate & report back at the next meeting.	When weather permits (2019 project)
10/5/2017	Request to eliminate access to Echo Avenue from Spaulding Turnpike Frank Jones Neighborhood Turnpike connections (Echo Ave & Farm Lane)	2/7/19 VOTED to extend the trial closure of Turnpike exit ramp onto Echo Avenue until the completion of the Woodbury Avenue Bridge.	Review after the Woodbury Avenue Bridge construction is completed.
9/7/2017	Request for crosswalk on Grafton Drive at Sherburne Road	10/5/17 - VOTED to have City staff work with PDA to implement pedestrian crossing at intersection of Grafton Drive and Sherburne Road. 9/7/17 VOTED to have staff collect data, evaluate, and report back with a recommendation at next month's meeting. (October Meeting)	Pending PDA funding for project
4/6/2017	Request for Valet Service license on Pleasant Street near Court Street	VOTED to direct staff to report back at a future meeting.	On hold pending site development