Portsmouth
Parking & Traffic Safety Committee
8:00 A.M. – October 6, 2016
City Hall – Eileen Dondero Foley City Council Chambers

ON-SITE COMMITTEE: Please meet on Tuesday, October 4 at 8:00 A.M. in the upper parking lot at City Hall, 1 Junkins Avenue, to view the following locations:

- 43 Whidden Street
- Portwalk Place

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. ACCEPTANCE OF THE MINUTES

IV. FINANCIAL REPORT

V. PUBLIC COMMENT (15 MINUTES)

VI. PRESENTATIONS
Middle Street bike lane project update, Juliet Walker

VII. NEW BUSINESS
A. 43 Whidden Street, driveway permit application by Greg Mahanna.
B. Portwalk Place, valet parking at Marriott Residence Inn. Application submitted by Parade Residence Hotel, LLC. Sample motion – move to approve valet parking application.
C. Portwalk Place, valet parking at Hampton Inn. Application submitted by Portwalk HI, LLC. Sample motion – move to approve valet parking application.
D. Echo Avenue, neighborhood petition requesting signs to address speeding concerns. Dave Palumbo and Bruce Osborn. Sample motion – refer to staff for report back.
E. Bow Street and Market Street intersection, request for police officer while Sarah Mildred Long Bridge is closed, by Frank Breen. Anticipated action – refer to Police Department for report back.
F. Parking space striping outside of downtown, by Mark DeLorenzo. Anticipated action – consider on a case by case basis.
G. 15 minute parking spaces, request for review of their functionality and appropriateness, by Councilor Cyr. Sample motion – move to refer to staff for report back.
VIII. OLD BUSINESS/ACTION ITEMS
   A. Bartlett Street and Thornton Street intersection, concern regarding STOP sign compliance, by Randy Leach. Sample motion – move to refer to staff for monitoring and report back.
   B. Pleasant Street motorcycle parking spaces. Concern with current parking fee requirements during trial period, by Marc Stettner. Anticipated action – no action required. Staff to continue monitoring use and occupancy of spaces during trial.

IX. PUBLIC COMMENT

X. INFORMATIONAL
   A. Neighborhood Traffic Calming program update:
      1. Elwyn Road sidewalk request
      2. Aldrich Road update
      3. Radar speed signs update
      4. Eliminating center lines on selected roads
   B. Quarterly accident report for 07/27/16 – 09/27/16
   C. Islington Street/Albany Street temporary crosswalk project update
   D. Islington Street corridor project public meeting scheduled for October 19.

XI. MISCELLANEOUS

ADJOURNMENT
### FY 17

<table>
<thead>
<tr>
<th>Service</th>
<th>FY 17 TOTALS</th>
<th>FY 17 BUDGETED</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking Meter Fees</td>
<td>223,467</td>
<td>2,055,000</td>
<td>10.87%</td>
</tr>
<tr>
<td>Meter Space Rental</td>
<td>6,225</td>
<td>70,000</td>
<td>8.89%</td>
</tr>
<tr>
<td>Meter In Vehicle</td>
<td>7,566</td>
<td>85,000</td>
<td>8.90%</td>
</tr>
<tr>
<td>Parking Garage Revenue</td>
<td>211,437</td>
<td>2,125,000</td>
<td>9.95%</td>
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<tr>
<td>Garage Passes</td>
<td>87,725</td>
<td>1,050,000</td>
<td>8.35%</td>
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<tr>
<td>Pass Reinstatement</td>
<td>210</td>
<td>2,500</td>
<td>8.40%</td>
</tr>
<tr>
<td>Vaughan St Parking Facility</td>
<td>0</td>
<td>15,000</td>
<td>0.00%</td>
</tr>
<tr>
<td>Parking Violations</td>
<td>61,550</td>
<td>715,000</td>
<td>8.61%</td>
</tr>
<tr>
<td>Immobilization Administration Fee</td>
<td>1,800</td>
<td>15,000</td>
<td>12.00%</td>
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<tr>
<td>Summons Admin Fee</td>
<td>125</td>
<td>3,000</td>
<td>4.17%</td>
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</table>

Total FY 17 Parking: 600,104.74 / 6,135,500.00 = 9.78%

### Budget Summary

<table>
<thead>
<tr>
<th></th>
<th>BUDGETED</th>
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<tbody>
<tr>
<td>Transfer to Parking Fund</td>
<td>(3,723,195.00)</td>
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<tr>
<td>Funds Remaining in Gen Fund</td>
<td>2,412,305.00</td>
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<tr>
<td>Percentage of Fiscal Year Complete</td>
<td>Totals Thru August 31, 2016</td>
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<tr>
<td>-----------------------------------</td>
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<tr>
<td>16.67%</td>
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### FY 17

<table>
<thead>
<tr>
<th>Category</th>
<th>FY 17 TOTALS</th>
<th>BUDGETED</th>
<th>% of Budget</th>
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<td>Parking Meter Fees</td>
<td>501,759</td>
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<td>Meter Space Rental</td>
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<td>Meter In Vehicle</td>
<td>14,178</td>
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<td>Parking Garage Revenue</td>
<td>462,993</td>
<td>2,125,000</td>
<td>21.79%</td>
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<tr>
<td>Garage Passes</td>
<td>188,453</td>
<td>1,050,000</td>
<td>17.95%</td>
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<tr>
<td>Pass Reinstatement</td>
<td>375</td>
<td>2,500</td>
<td>15.00%</td>
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<tr>
<td>Vaughan St Parking Facility</td>
<td>1,250</td>
<td>15,000</td>
<td>0.00%</td>
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<tr>
<td>Parking Violations</td>
<td>137,341</td>
<td>715,000</td>
<td>19.21%</td>
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<tr>
<td>Immobilization Administration Fee</td>
<td>3,750</td>
<td>15,000</td>
<td>25.00%</td>
</tr>
<tr>
<td>Summons Admin Fee</td>
<td>125</td>
<td>3,000</td>
<td>4.17%</td>
</tr>
</tbody>
</table>

Total FY 17 Parking: 1,334,608 | BUDGETED: 6,135,500 | 21.75%

<table>
<thead>
<tr>
<th>BUDGETED: (3,723,195)</th>
<th>61% Transfer to Parking Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>2,412,305</td>
<td>39% Funds Remaining in Gen Fund</td>
</tr>
</tbody>
</table>
All driveway access to a public street shall require a driveway permit.

City of Portsmouth
Application for Driveway Permit

PROPERTY OWNER (Printed): Mohanna Properties LLC
ADDRESS OF PROPERTY: 43 Whidden Street, Portsmouth
MAILING ADDRESS: 120 Aviation Avenue, Portsmouth, NH 03801
DAYTIME PHONE NUMBER: 603-498-1478
TAX MAP: 107    LOT: 2
PLAN SUBMITTED: X Yes  No
PROPERTY OWNER SIGNATURE: [Signature]

If the proposed driveway has been approved by the Planning Board as part of the site review or subdivision process please attach the approved plan. If the proposed driveway has not been approved by the Planning Board through the site review or subdivision process, submit such plans and details as described in the driveway specifications.

The City of Portsmouth reserves the right to deny any permits when:
- The proposed driveway does not conform to the requirements of the Portsmouth Zoning Ordinance;
- The proposed driveway does not conform to the Driveway Specifications that are part of this permitting process; or
- The proposed driveway would present an unreasonable safety risk to the public.

If the driveway permit application is approved, the applicant shall obtain the necessary Excavation Permit. The application fee and insurance requirements shall be determined in accordance with the City of Portsmouth Excavation Permit. The fee shall be payable to the City of Portsmouth and submitted to the Public Works Dispatcher at the time the applicant applies for the Excavation Permit. Owner Contractor may be required to provide bonding.

The cost of all work shall be borne by the applicant/property owner.

For City Use

[Signature]
Approved by:
Dated:
Forward to Traffic & Safety Committee: Yes  No
Conditions Requirements:

[Blank space for additional comments]
DRIVEWAY PERMIT PLAN

OWNER: MAHANNA PROPERTIES LLC
PROPERTY LOCATION: 43 WHIDDEN STREET
CITY OF PORTSMOUTH
COUNTY OF ROCKINGHAM
STATE OF NEW HAMPSHIRE

NOTES:
1) PARCEL IS SHOWN ON THE CITY OF PORTSMOUTH ASSESSOR'S MAP 109 AS LOT 2.
2) PARCEL IS NOT IN A FLOOD HAZARD ZONE AS SHOWN ON FIRM PANEL 330150259E, EFFECTIVE 5/17/2005.
3) THE PURPOSE OF THIS PLAN IS TO SHOW THE DRIVEWAY FOR PERMITTING.
4) EXISTING LOT AREA:
2,688 S.F.
0.0617 ACRES
5) NO CHANGES TO GRADES ARE PROPOSED.

SCALE: 1"=10'
5 AUGUST 2016

AMBIT ENGINEERING, INC.
Civil Engineers & Land Surveyors
250 Griffin Road - Unit B
Portsmouth, N.H. 03801-7714
Tel (603) 430-2882
Fax (603) 438-2218

DEED REFERENCE: 5683/2507
August 22, 2016

Peter Rice, Director
Department of Public Works
City of Portsmouth
680 Peverly Hill Road
Portsmouth, NH 03801

Re: Parking Traffic and Safety Committee Submission
Portwalk Place / Valet License Agreement

Dear Peter:

On behalf of Parade Residence Hotel, LLC and Portwalk HI, LLC, I ask that you please place the enclosed, proposed Valet License Agreements on the Parking Traffic and Safety Committee’s agenda for consideration at the Committee’s September 2016 Meeting.

As described in the proposed Agreements, LAZ Parking seeks a License to provide valet parking services to Parade Residence Hotel, LLC and Portwalk HI, LLC at their properties on Portwalk Place (respectively the Marriott Residence Inn and the Hampton Inn & Suites). These valet services will be provided on Portwalk Place, a private street, and are necessary for the proper operation of the hotel uses located on these properties.

In submitting these Agreements, my clients reserve all of their rights in the Portwalk Place parking spaces, as established in their Site Plan Approvals and the Private Street Agreement, as amended.

Sincerely,

SHAINES & MeEACHERN, P. A.

By: Alec L. McEachern

Enclosures
Cc: Robert P. Sullivan, Esq.
    Jeffrey Johnston
    Peter G. Weeks
VII.B. Portwalk Place, valet parking at Marriott Residence Inn
August 22, 2016

Peter Rice, Director
Department of Public Works
City of Portsmouth
680 Peverly Hill Road
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Sincerely,

SHAINES & McEACHERN, P. A.

By: Alec L. McEachern

Enclosures
Cc: Robert P. Sullivan, Esq.
    Jeffrey Johnston
    Peter G. Weeks
To: Chairperson and Members,

We the residents of Echo Avenue, Echo Hill, Woodlawn Circle, Hillcrest Drive, Longmeadow Lane, and Wholey Way, have safety concerns about the speed of vehicles (local and other) traveling along Echo Avenue. These concerns have been growing over the past few years, and as a direct result, we believe, of GPS routing to Echo Ave from Route 16 onto Woodbury Avenue. The speed is justifiably 20 mph, and the traffic is vehicles exiting Rte 16 onto Echo Ave at a high rate of speed. (This matter was previously discussed during your Feb 4th meeting.

Our neighborhood has a very high number of pedestrians: children, cyclists, wheelchair users, and dog walkers. The combination of a narrow street, dangerous curve, blind hill (being unfamiliar to drivers) creates a dangerous situation to pedestrians, children, and handicap people in wheelchairs.

The handicap facility (Betty's Dream) on Longmeadow Lane is home to 24 residents, to no less than 6 people requiring a wheelchair for transportation. They travel from their residence (Longmeadow Lane) to Woodlawn Circle/or Hillcrest Drive up to Echo Avenue onto Woodbury Avenue (shopping and other business).

Our neighborhood also contains many dog owners who regularly walk their dogs, often with children walking with them or on their bikes.

Potential solutions and/or recommendations for improved signs on Echo Avenue and Route 16 (ramp):

"Local traffic only" (both ends of street)
"Children playing"
"Handicap Wheelchairs"
"Dangerous Curve"
"Slow, 20 mph enforced" (both ends of street)
 Possibly a sign to encourage traffic exiting off Rte 16 to use Brady Drive for destinations to downtown Portsmouth and local malls.

Contacting GPS mapping services such as Google Maps to request alternate routing of traffic around Echo Ave. We feel that if such request was made by the Traffic and Safety Committee, and/or the Portsmouth Police Department, it would be taken more seriously than if it were simply a request by a resident.

We look forward at your next scheduled meeting to discuss these issues.

Dave Palumbo, 181 Echo Ave
(431-7765)

Bruce Osborn, 2 Echo Ave
(436-5579)
PETITION

We the undersigned residents of Echo Avenue, Echo Hill, Woodlawn Circle, Longmeadow Lane, Hillcrest Drive, and Wholey Way, express our deep concerns and proposals on traffic safety in our residential streets as outlined in a letter to the Parking, Traffic and Safety Committee: (dated 9/15/16)

Name (signature)       Address

David Palumbo          181 Echo Ave
Lorraine Palumbo       181 Echo Ave
Diane Stilwell         2 Echo Ave
Patricia Bower         155 Echo Ave
Linda Smith            155 Echo Ave
Claudia G. Crafts      155 Echo Ave
Kaye Began             155 Echo Ave
Linda Began            134 Echo Ave
Catherine Shannon      104 Echo Ave
Nancy Moor             52 Wholey Way
PETITION

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Name (signature)  Address

Elena Varellone  156 Woodlawn Cir  Pole

Michael Michelin  156 Woodlawn Cir  Potomac

Jill Abrams  165 Woodlawn Cir  Ports. NH

Kate Mallen  146 Woodlawn Circle  Ports.

Dwain C. Hall  105 Hillcrest Drive  Ports.

James M. Frager  115 Echo Ave,  Portsmouth, NH

Leland Freidette  48 Echo Ave.  Portsmouth NH

Josephine Freidette  48 Echo Ave.  Portsmouth NH

Not Gay  194 Echo Port NH

Brian Lord  171 Echo Ave  Portsmouth N H 03801  03801

Michael D.  171 ECHO AVE PORTSMOUTH NH

Barbara Headlee  155 Echo Ave #13, Portsmouth NH 03801

Catherine Newin  155 Echo Ave #5  Portsmouth N H

Jeannebabie  155 Echo Ave #15  Portsmouth NH
We, the undersigned residents of 75 Longmeadow Lane, (Betty's Dream (Rainbow Apartments) express our deep concerns on traffic safety in our residential streets when traveling to various business establishments located on Woodbury Avenue, as outlined in a letter to the Parking, Traffic and Safety Committee:  

(Name/signature) 

Terry Ann Boucher Apt #5  
Michelle Schladeck Apt #7  
Averill Labouisse 24  
Charles Fenske Apt 15  
Crystal J. James Apt 14  
Sandy Mahoney  
Steve Mahoney  
Don Caro Apt 17  
G. J. May Apt 21  
John Champe Apt 22  
Diana Mair Apt 17  
Jake Parker Apt 23  
Jon Owens Apt 1  
Jerry Jones Apt 8  
Pete Thurston Apt 22
PETITION

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(dated 9/15/16)

Name (signature)       Address

Kate Mallen           148 Woodlawn Circle

D.R.                 175 Woodlawn Circle

Patti Ballew           125 Woodlawn Circle

Ann Jones             155 Woodlawn Circle

Gorelle Linn          103 Woodlawn Circle

J.L.                 96 Woodlawn Circle

B.J.                 96 Woodlawn Circle

B.C.                 93 Woodlawn Circle

Sarah A. Jones-Byers          103 Woodlawn Circle

Dave Cosgrove          174 Echo Ave

Catherine Forbes       174 Echo Ave

Lorraine Cosgrove       155 Echo Ave Unit 6

Catherine Forbes       155 Echo Ave Unit 7

Thomas S. Forbes       155 Echo Ave Unit 7
P E T I T I O N

We the undersigned residents of Echo Avenue, Echo Hill, Woodlawn Circle, Longmeadow Lane, Hillcrest Drive, and Wholey Way, express our deep concerns and proposals on traffic safety in our residential streets as outlined in a letter to the Parking, Traffic and Safety Committee:
(dated 9/15/16)
Name (signature)  Address

Mr. Bradil  155 Echo Ave #11

Arnold Grace  155 Echo Ave #8

Larry Smith  155 Echo Ave #16

30 Woodbury Ave

Larry V  30 Echo Ave

30 Echo Ave

30 Woodbury Ave

Cythera Graham  30 Wholey Way

V Lee  44 Wholey Way

Prathia Kelly  44 Wholey Way

Beth Road  55 Wholey Way

49 Wholey Way

260 Woodlawn Cir

260 Woodlawn Cir

260 Woodlawn Cir

260 Woodlawn Cir

260 Woodlawn Cir

260 Woodlawn Cir

260 Woodlawn Cir
Hi Frank – thanks for taking the time to send us your email. I’m copying the appropriate people to address this. Brad

Bradley M. Lown  
Coughlin, Rainboth, Murphy and Lown, P.A.  
439 Middle Street  
Portsmouth, New Hampshire 03801  
phone: 603-431-1993  
fax: 603-431-8333  
e-mail: lown@nhtrialattorneys.com

From: Frank Breen [mailto:fhbreen@gmail.com]  
Sent: Wednesday, August 24, 2016 1:09 PM  
To: Copy Sent to City Email Folder <ccemail@cityofportsmouth.com>; Jack Blalock <MayorBlalock@gmail.com>; Jim Splaine <asstmayorjimsplaine@gmail.com>; Rebecca Perkins <rebeccaforportsmouth@gmail.com>; Chris Dwyer <cdwyer@rmcres.com>; Bradley M. Lown <Lown@nhtrialattorneys.com>; Nancy Pearson <votennancypearson@gmail.com>; Eric Spear <ericsppearportsmouth@gmail.com>; Joshua Cyr <council@joshuacyr.com>; Joshua Denton <Joshuaddenton@hotmail.com>  
Subject: Bridge closure traffic

Below is the result of your feedback form. It was submitted by Frank Breen (fhbreen@gmail.com) on Wednesday, August 24, 2016 at 12:09:04

address: Bow St

comments: Hi,

Given that the Sarah Long is now closed until the new bridge is completed, the City should seriously consider taking steps to have a police officer direct traffic at the Market/Bow intersection. The intersection is the most confusing and congested in the City, and things will only get worse now that the 14,000 vehicles, that were using the Sarah Long, need somewhere else to cross.

Back ups already often extend beyond Daniels St.as well as down to the Sheraton and beyond.

I trust the Council has anticipated this, and has a plan in place.

Regards,  
Frank Breen
VII.F. Parking space striping outside of downtown

From: Rebecca Perkins [mailto:rebeccafortportsmouth@gmail.com]
Sent: Thursday, August 18, 2016 8:36 AM
To: DeLorenzo, Mark A. <Mark.DeLorenzo@osram.com>; Bradley M. Lown <Lown@nhtrialattorneys.com>
Cc: Copy Sent to City Email Folder <ccemail@cityofportsmouth.com>
Subject: Re: street parking marking

Yes Mark! The Traffic and Safety Committee handles requests just like this. I am copying in Councilor Lown, who chairs the Committee.

Thanks for the email!
Rebecca

On Wed, Aug 17, 2016 at 9:44 AM, Mark DeLorenzo <Mark.deLorenzo@osram.com> wrote:

Below is the result of your feedback form. It was submitted by
Mark DeLorenzo (Mark.deLorenzo@Osram.com) on Wednesday, August 17, 2016 at 08:44:08

address: 349 Hanover St. #1

comments: Dear Ms. Perkins,

While looking outside my window today, I had a sudden inspiration that I would like to have proposed to the City Council. I am not sure who else to contact regarding it, or if there is a different council or subcommittee that handles parking and traffic issues. My idea is this- For all off-street parking in the mixed commercial/residential neighborhoods (such as my own neighborhood and street), can we please have short white parking hash marks painted on the pavement to designate individual parking spaces? I ask because this would (at a VERY minimal expense) go a long way towards increasing the number of usable parking spaces in the city, which is a large problem at this time. Right now on my street I see at least 4-5 instances of cars parked with 4-6 feet of space between them. Space that could have allowed for additional cars to park. If we can designate specific spaces (20' in length, or whatever the Portsmouth code calls for) similar to what is done downtown, this will prevent cars from parking haphazardly and taking up more space than they should. Is this something you would support and perhaps bring up to the rest of the council- or if you could direct me to the right committee, I would be happy to bring it up.

I really appreciate you taking the time to read this.

Best wishes,

Mark DeLorenzo

Engage: Submit

REMOTE_ADDR: 198.28.129.154
Cynthia and Michael Hart
213 Aldrich Road
Portsmouth, NH 03801

Dear Mr. and Mrs. Hart:

I received your letter inquiring about the use of speed signs on Aldrich Road. The City is in the process of purchasing additional radar speed feedback signs, which will allow us to place them on additional streets, including Aldrich Road, for longer periods of time. Currently the Police Department has two speed signs and they are used on many streets throughout the City. The Department of Public Works will have four of the signs and will coordinate with the Police to cover additional streets and to keep them in place for longer periods of time.

The City is also working on a traffic calming policy and procedure that will identify types of traffic calming devices appropriate for different streets. As you know, when Aldrich Road was designed and reconstructed a few years ago, there were traffic calming features in the plan that were intended to address speeding concerns, particularly in the section near Boss Avenue. Unfortunately, these features were not acceptable to the residents of Aldrich Road and therefore were removed from the plans and not constructed. The City continues to investigate additional means to calm traffic throughout the City and when deemed appropriate and funding allows will install them.

Thank you for your letter of concern.

Sincerely,

[Signature]

Peter Rice
Director of Public Works

c.c. John P. Bohenko, City Manager
     David Mara, Police Chief
     Eric Eby, Parking and Traffic Engineer
<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Location</th>
<th>Type</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/27/16 - 07/27/16</td>
<td>Greenleaf Woods, 212 Islington St, Marcy St @ Pleasant St</td>
<td>Bicycle</td>
<td><strong>Last 3 years of records indicate 23 pedestrians struck and 6 bicyclists struck (only 3 in the Square). This is actually quite remarkable given the amount of vehicles and foot traffic in the downtown.</strong></td>
</tr>
<tr>
<td>07/29/2016 - 09/29/2016</td>
<td>Scott Ave</td>
<td>Bicycle</td>
<td></td>
</tr>
</tbody>
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Data reported by Portsmouth Police Department