



CITY OF PORTSMOUTH NEIGHBORHOOD PARKING PROGRAM (NPP) GENERAL PARAMETERS

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 street that participate in the program may obtain a permit that will exempt them from posted time limits. Enforcement hours will be 9 am to 8 pm, daily.

The NPP will first be available on a pilot basis; 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 set by the City Council.

How to Become a Neighborhood Parking Area:

Residents must petition the City, via its Parking Office, in order for their streets to be subject to NPP rules. In order for the petition to be accepted:

- The petitioners must designate a NPP Steering Committee. The Steering Committee Chair is the designated liaison between the City and the Neighborhood, regarding neighborhood-specific policies, such as enforcement hours. 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 a 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 an NPP are subject to enforcement.
- A Parking Enforcement Officer will be assigned to patrol the neighborhood during the enforcement hours. The dispatch office can be reached at 603.766.7000, ext. 7.
- 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 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 can 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, and either a current utility bill or a fully-executed lease agreement.
- Each eligible household may obtain one (1) transferable Guest permit to be used on a vehicle of its choice (trucks over 5500 lbs. do not qualify). A participating household is defined as a household in which at least one resident holds a valid annual NPP Permit issued by the City.
- 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).

- Businesses located within an NPP Neighborhood are eligible for one (1) Neighborhood Parking Permit, net of available off-street parking associated with the property.

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.

Other 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 you switch plates 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.

Neighborhood-Specific Rules

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; Brewster, wrapping around to Langdon; 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 households are eligible to acquire a maximum of three (3) permits and one (1) guest permit per household, net of available off-street parking associated with the property.

