

Findings of Fact | Parking Conditional Use Permit

City of Portsmouth Planning Board

Date: December 19, 2024

Property Address: 299 Hanover Street

Application #: LU-24-204

Decision: Approve Deny Approve with Conditions

Findings of Fact:

Per RSA 676:3, I: The local land use board shall issue a final written decision which either approves or disapproves an application for a local permit and make a copy of the decision available to the applicant. **The decision shall include specific written findings of fact that support the decision. Failure of the board to make specific written findings of fact supporting a disapproval shall be grounds for automatic reversal and remand by the superior court upon appeal, in accordance with the time periods set forth in RSA 677:5 or RSA 677:15, unless the court determines that there are other factors warranting the disapproval.** If the application is not approved, the board shall provide the applicant with written reasons for the disapproval. If the application is approved with conditions, the board shall include in the written decision a detailed description of the all conditions necessary to obtain final approval.

Parking Conditional Use Permit

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.

	Parking Conditional Use Permit 10.1112.14 Requirements	Finding (Meets Criteria/Requirement)	Supporting Information
1	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.	Meets Does Not Meet	<ul style="list-style-type: none"> Parking demand analysis was reviewed and deemed acceptable by TAC at their December 3, 2024 meeting.
2	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	Meets Does Not Meet	<ul style="list-style-type: none"> Proposal reduces parking demand by adding 2 apartments. Property is located close to the Foundry garage and the Bridge Street lot where parking is available for employees.

	Parking Conditional Use Permit 10.1112.14 Requirements	Finding (Meets Criteria/Requirement)	Supporting Information
	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.		
3	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.	Meets Does Not Meet	<ul style="list-style-type: none"> Proposal reduces parking demand by adding 2 apartments. Property is located close to the Foundry garage and the Bridge Street lot where parking is available for employees.
4	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.	Meets Does Not Meet	
5	<u>Other Board Findings:</u>		
6	<u>Additional Conditions of Approval:</u>		

November 18, 2024

Narrative for CUP for Parking Analysis 299 Hanover Street Apartments

The existing building is a 2-story office building with 1825 SF on first level and 2500 SF on second level. Building was built in 1998-99.

There are (3) on-site parking spaces in the carport under the southeast corner of building.

Existing parking requirement for both levels of office is 13 spaces.

Proposed parking requirement with apartments is 11 spaces, so requirement is reduced by two spaces.

On street parking is present for residents.

City parking garage is right behind building.

Two units are slightly over 750 SF so 3 spaces are required as well as provided.

10.1112.141 Proposed number of spaces better satisfies parking requirement as required spaces are reduced. On street parking and nearby City garage satisfy all needs.

10.1112.142 This office has operated since 1999 with no issues regarding parking, which is evidence. The requirement is being reduced, and all residential units will have a space.

10.1112.143 Yes the parking will be sufficient. Many downtown residential units have zero parking. We have one space per unit.

10.1112.144 Everything is existing and working. There is no option for additional spaces.



Civil
Site Planning
Environmental
Engineering

133 Court Street
Portsmouth, NH
03801-4413

PARKING DEMAND ANALYSIS
1 AUTUMN STREET
TAX MAP 125, LOT 110
PORTSMOUTH, NH
November 21, 2024

The Jeffrey S. Nawrocki Revocable Trust 2001 owns the property located at 1 Autumn Street. The 0.07-acre (per City GIS) downtown parcel has two office rental spaces with a 3-space covered parking area. The property was originally developed in the 1990’s. The property owner is not proposing any exterior modifications to the site. They are proposing to convert the second office to residential use.

Altus prepared this Parking Demand Analysis based on the following:

- Existing ±2,500 SF GFA of second floor office to remain as office space
- Conversion of ±1,818 SF GFA of professional office space converted to 2 apartments
2 apartments over 750 SF

Parking spaces required for the City of Portsmouth Zoning Ordinance Section 10.1110 Off Street Parking

Apartment greater than 750 SF	1.3 spaces per unit
Professional offices	1 space per 350 SF GFA

Existing Parking Stalls required

Professional office 4,318 SF GFA/350 SF	12.3 spaces
	13 spaces required

Proposed Parking Stalls required

2 Apartments (over 750 SF)	2.6 spaces
Professional office 2,500 SF GFA/350 SF	7.1 spaces
	9.7 spaces
	10 spaces required ¹

¹ See Section 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.”

² Residential peak periods occur in the evening and does not coincide with Professional Office where the peak occurs during the daytime. Conservative assumption that Residential Peak and Professional Peak occurs simultaneously.

Based on the City Ordinance alone, the parking spaces required for Tax Map 125, Lot 110 is reduced from 13 spaces to 10 spaces. There are three existing covered parking stalls on the parcel.

There are numerous residential only public parking stalls throughout the neighborhood. There are also two public parking facilities within 300-feet and 500-feet (walking distance) to the subject property, the Foundry Parking garage and the Bridge Street parking lot.

To determine the expected parking that will be generated by the existing/proposed uses, Altus normally utilizes the ITE Parking Generation Manual, 6th Edition. It is our opinion that the setting/location falls under the General Urban/Suburban category. However, the manual has limitations when it comes to small traffic generators and unique end users like a 2-unit apartment building. Additionally, ITE states that “it contains information that can also easily be misinterpreted without sound professional judgement...”

As such, a commonsense approach to developing the parking needs to be utilized. Since Professional Offices are generally closed on weekend or have limited use, the assessment was completed using only weekday data.

Land Use Code 712 Small Office Building
Peak Period Parking Demand on a weekday
Average rate 1.85 vehicles per 1,000 SF GFA

Land Use Code Residential 220 Multifamily housing (Low-Rise)
Peak Period Parking Demand on a weekday ²
Average rate 1.27 spaces per dwelling unit

Existing Parking Demand

4,318 SF GFA x 1.85 vehicles per 1,000 SF GFA = **7.9 space demand**

Proposed Parking Demand

2,500 SF GFA x 1.85 vehicles per 1,000 SF GFA = 4.6 space demand

2 dwelling units x 1.27 spaces per dwelling unit = 2.5 space demand

Proposed total 7.1 space demand

Based on ITE, it is reasonable to believe that the parking demand will be reduced by 0.8 spaces. We further assume that several employees will either walk to work, use bicycles or mopeds.

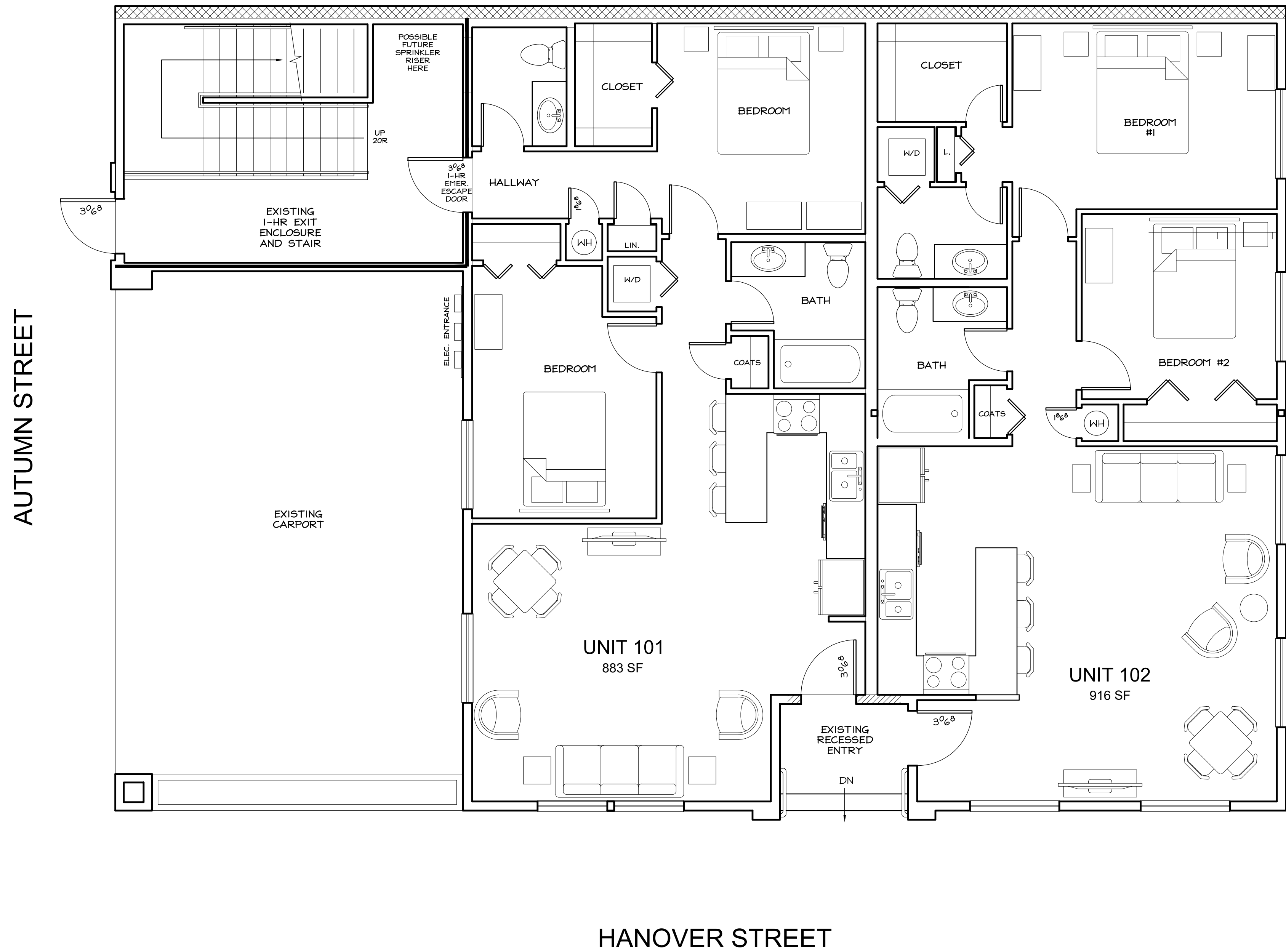
With the approval of this project, the parking demand will decrease. Thus, it is Altus’ opinion that the existing building can function adequately without adverse impacts to the neighborhood with the conversion of the second-floor office space to three residential dwelling units.

Client:
 Jeff Nawrocki

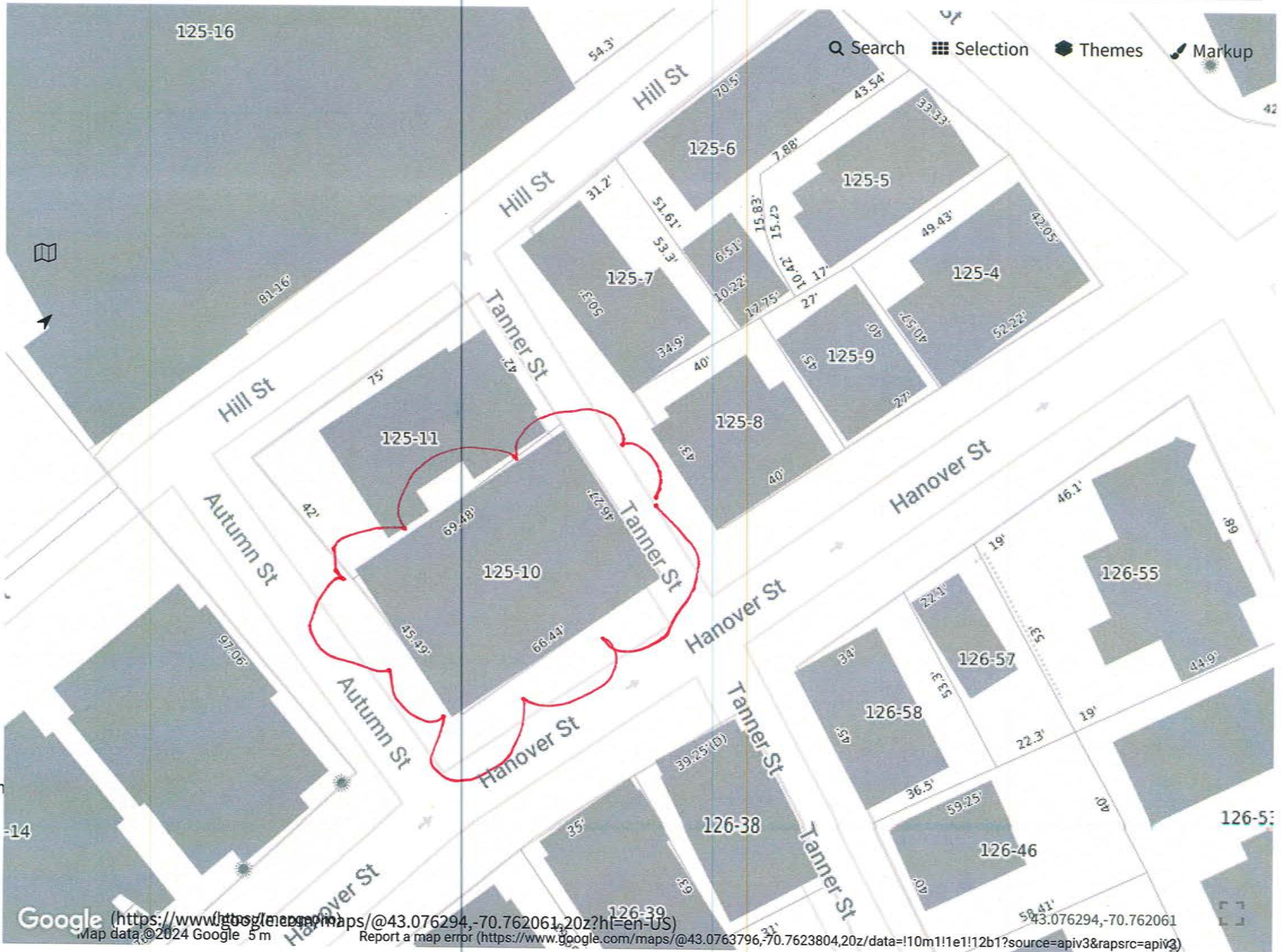
JSN Office to Apartments
 299 Hanover Street
 Portsmouth, NH

Date: -
 Scale: As Noted
 Design By: RB
 Approved By: -

Revisions



REVISED FIRST FLOOR PLAN
 SCALE: 1/4" = 1'-0"





299 Hanover St

136

285

263

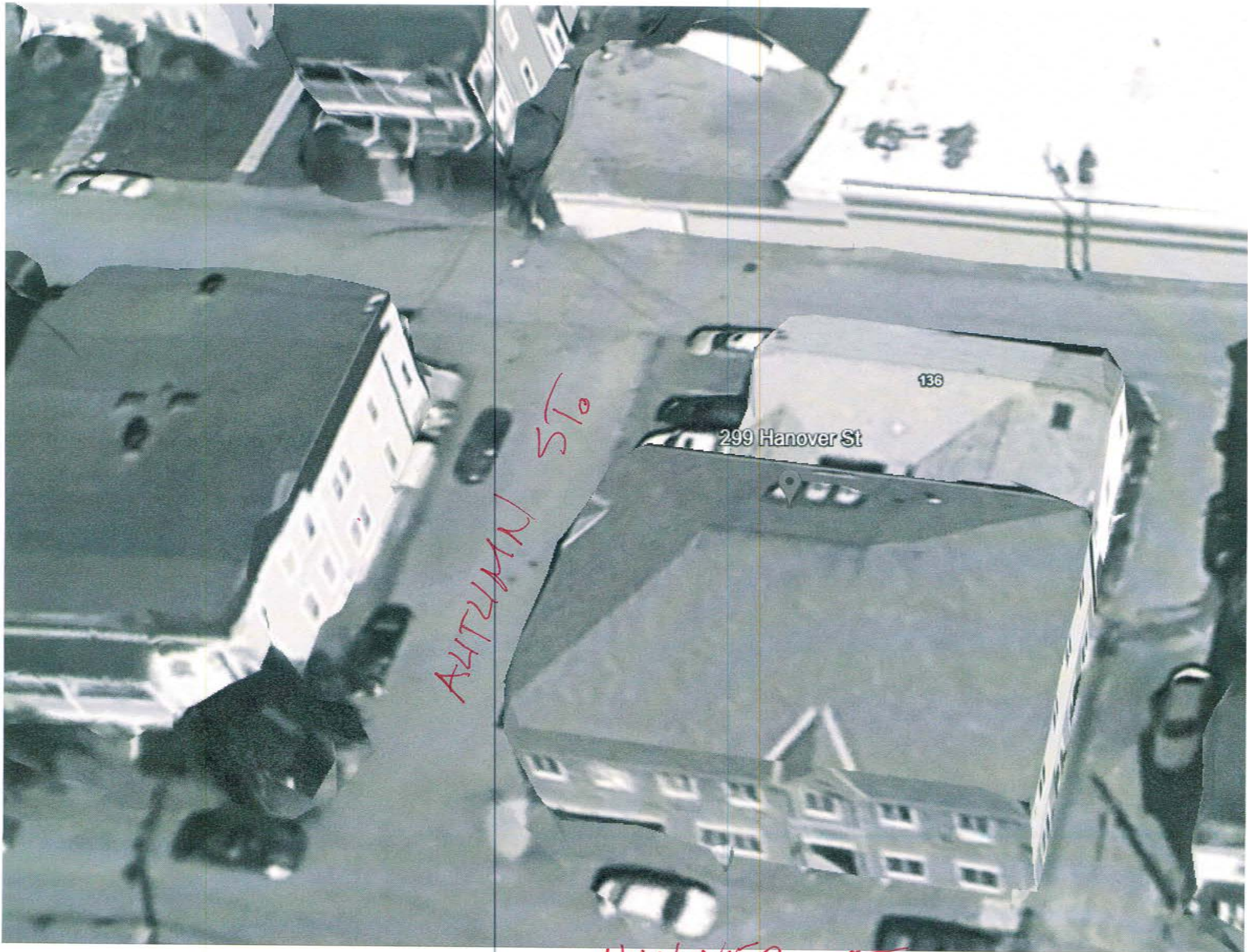
54

306

AUTUMN ST

HANOVER ST

314



AUTUMN ST

299 Hanover St

136

HANOVER ST