



City of Concord, New Hampshire

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Bradley C. Osgood
Chief of Police

Parking Committee Meeting

June 27, 2016

Present: Mark Coen, City Council Representative, Chair
Byron Champlin, City Council Representative
Linda Kenison, City Council Representative
Brent Todd, City Council Representative

Staff: Matt Walsh, Dir. of Redevelopment, Downtown Services & Special Projects
Carlos Baia, Deputy City Manager – Development
David Florence, Parking Supervisor
Alison Sinisgallo, Parking Division

Guests: Jim Bouley, Mayor
Allan Herschlag, City Councilor
Richard Uchida, Hinckley Allen
Ari Pollack, Gallagher, Callahan & Gartrell
John Hoyt, Concord Housing Authority
Craig Dunning, Concord Housing Authority
Roy Schweiker, local resident

I. Overview of Agenda

Councilor Coen provided a brief overview of the agenda.

II. Adoption of Minutes

Byron Champlin moved to accept the October 19, 2015 meeting minutes. Brent Todd seconded. The motion passed unanimously.

III. Referrals / Requests for Recommendation

1. City Council Referrals

i. Poulin Gazebo and Summer Street Parking Lots: Request to convert from 30 minute parking to 1 hour

Matt Walsh, Director of Redevelopment, Downtown Services & Special Projects presented the request to the Committee and provided a brief

overview. The proposal is to extend an existing 30 minute time zone to 1 hour.

Mr. Walsh explained that this request was filed by Rebecca Stephens, proprietor of pranaSTRONG yoga and wellness. Extending the time limit would enable Ms. Stephens' clientele to utilize these parking lots.

Mr. Walsh discussed existing time zones for on-street and surface lots in Penacook Village. He noted that current time limits were the result of several public hearings held over the past few years associated with the recently completed reconstruction of Village Street. Mr. Walsh noted that, customarily, longer time limits are afforded in surface lots as compared to on-street spaces. However, time limits for the surface lots at the Gazebo and the convenient store were tailored to serve the unique needs of merchants abutting those assets which generally needed shorter-term parking to ensure turnover. Given this history, he recommended that the Parking Committee hold a neighborhood meeting with stakeholders prior to entertaining any changes. Jim Bouley, Mayor, stated that a public meeting in Penacook would not be necessary as the City Council would hold a public hearing if any changes to the ordinance were to be recommended by the Parking Committee.

Councilor Todd moved that the Parking Committee make a recommendation to the City Council to change the 30 minute zone at Poulin Gazebo (a.k.a. Washington Street) and Summer Street parking lots to 1 hour. Councilor Champlin seconded. The motion passed unanimously.

ii. Merrimack County Courthouse: Request for temporary "court only" parking on Court, Montgomery and North Main Street

Mr. Walsh provided a brief overview of the request which would designate on street parking as "court only" during construction of the new County Court House scheduled for fall of 2016 or spring of 2017.

Richard Uchida of Hinckley Allen addressed the Committee on the County's behalf. Construction is expected to begin in spring 2017 and last 18 months. Once construction of the new courthouse has been completed, parking on Court Street (between North Main and Montgomery), Montgomery (between the Concord Housing Authority Service Driveway and Court Street), and North Main Street (between Court and Pitman Streets) will be returned to the City. Additionally, the proposal calls for partial discontinuance of Pitman Street and the creation of approximately 25 head-in spaces which would be private parking retained for the courthouse upon completion of the project. The enforcement of the "court only" spaces would be handled by the Merrimack County Sheriff's office. The cost of signage and striping will be covered by the County.

Mayor Bouley expressed concern over seeing the spaces remain empty and suggested opening the spaces up to public use on slower court days. Mr.

Uchida agreed that this could easily be achieved by covering the reserved parking signs.

Councilor Champlin moved to recommend the proposal to City Council. Linda Kenison, Council Representative, seconded. The motion passed unanimously.

2. Citizen Requests

i. Montgomery Street: Parking setbacks near Concord Housing Authority driveways

Mr. Walsh gave a brief overview of the request. Specifically, the Concord Housing Authority requested the creation of a no parking zone north of their service driveway on Montgomery Street. The existing City Ordinance calls for no parking 5 feet from the edge of a driveway.

John Hoyt and Craig Dunning of the Concord Housing Authority addressed the Committee. They reported that vehicles often park to the south of the driveway, which previously was posted as a no parking zone. Vehicles also park within 5 feet of the edge of the driveway, which violates City Ordinance. Mr. Hoyt also reported that vehicles also park blocking a walkway to the north of the driveway. This walkway is the only pedestrian access on the west side of the building and is used by residents, guests and caregivers. Therefore, it was the desire of Concord Housing + Redevelopment to have the no parking zone north of the driveway extended to also encompass the walkway.

Discussion ensued. Upon review, it was the consensus of the Parking Committee to:

- 1) Install a “no parking” here to corner sign 5’ north of the service driveway.
- 2) Install no parking between signs or pavement markings within 5’ of each side of the walkway.

Councilor Champlin moved to make a recommendation to City Council with the Mayor’s proposed changes to the request. Councilor Todd seconded. The motion passed unanimously.

ii. Low Avenue: Loading Zone at Eagle Square

Mr. Walsh presented the Committee a request to create a loading zone at the end of Low Avenue at Eagle Square. The request is from Chuck Sikes of Pompanoosic Mills. Mr. Walsh reported that no-parking is permitted within this section of Low Avenue and that the area near Eagle Square is commonly used by abutters as an informal loading zone.

The Parking Committee expressed concerns about formally designating the area as a loading zone and potentially blocking service and emergency access to Eagle Square. The Committee cited the narrowness of the street,

the inability to turn around, and the unavoidable circumstance of having extended back-up maneuvers for vehicles.

Councilor Coen requested additional information, such as the width of Low Avenue and input from surrounding businesses. It was the consensus of the Parking Committee to table this item until more information regarding the Committee's concerns is available.

3. Staff Referrals

i. Phenix Ave: Change from "No Parking" to "Loading Zone"

Mr. Walsh presented the Committee a staff recommendation to change the No Parking zone on Phenix Avenue to a Loading Zone. Phenix Avenue is no longer open to through traffic as it was capped as part of the Complete Streets Project.

Councilor Kenison moved to recommend the proposal to City Council. Councilor Todd Seconded. The motion passed unanimously.

ii. South Commercial Street / Constitution Avenue: No stopping, standing, parking.

Mr. Walsh presented a proposal to the Committee to establish a no stopping, standing or parking zone on Constitution Avenue. Constitution Avenue ends at the entrance to the Friendly Kitchen. The proposed zone would begin at the property line of the Friendly Kitchen and extend north to the Route 393 overpass. The Friendly Kitchen does not allow vehicles on their property when closed and does not allow loitering. Patrons of the Friendly Kitchen routinely leave their vehicles on City property during off hours. There are no other businesses in the area that require access to on street parking.

Carlos Baia, Deputy City Manager – Development expressed concern that establishing a no stopping, standing or parking zone on Constitution Avenue may lead to vehicles parking on South Commercial Street. Mr. Baia suggested establishing a no stopping, standing or parking zone on Constitution Avenue from the Route 393 overpass to Friendly Kitchen, as well as the entirety of South Commercial Street.

Councilor Champlin moved to recommend to City Council the establishment of a no stopping, standing or parking zone as described by Mr. Baia. Councilor Todd seconded. The motion passed unanimously.

IV. Strategic Parking Plan Review

Mr. Walsh presented to the Committee a synopsis of the Nelson/Nygaard study and staff recommendations. The presentation was very detailed and covered a variety of topics including, but not limited to:

- 1) The philosophy behind parking regulations;

- 2) Key findings of the Study including utilization data for on-street and off-street facilities;
- 3) The concept of a “shared parking system”;
- 4) Results of public input gathered in 2014 / 2015;
- 5) Comparisons of rates, hours of enforcement, and other operational details of similar communities;
- 6) Current and proposed organizational structure for the parking system;
- 7) Proposed changes to rates, hours of enforcement, and certain parking citations;
- 8) Strategy for migrating from leases to a permit system in City owned garages;
- 9) Recommendations regarding a resident permit program;
- 10) Recommendations regarding expansion of meter coverage area geography;
- 11) A \$10.6 million / 10 year Capital Improvement Program for the parking system; and,
- 12) Details concerning the interrelationship between the Parking Fund and various other City Funds.

The Parking Fund will be insolvent by the end of FY2017 if no changes are made. Should the Fund become insolvent, it will require financial infusion from the City's General Fund (i.e. the taxpayers). The presentation included a Pro Forma, projecting that the Parking Fund would become solvent if proposed changes take effect on January 1, 2017.

Mayor Bouley thanked Mr. Walsh for the thorough presentation and asked that the Committee members take time to read and digest the information.

V. Other Business

Mr. Walsh will provide the Committee with a list of possible meeting dates. The Committee plans to meet once a month in July and August. In the fall, the frequency of meeting will increase in order to have a recommendation ready for the City Council on the Strategic Parking Plan in time for January 2017 implementation.

VI. Adjourn

The Meeting adjourned at 7:20pm.

Respectfully Submitted,

Alison Sinisgallo, Parking Division