



CITY OF CONCORD

New Hampshire's Main Street™

City Manager's Office

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Thomas J. Aspell, Jr.
City Manager

Parking Committee Minutes October 24, 2022

Attendees:

Brent Todd, City Councilor, Parking Committee Chair
Stacey Brown, City Councilor
Karen McNamara, City Councilor
Jim Bouley, Mayor

Staff:

Chip Chesley, General Services Director
David Florence, Parking Division Supervisor
Karen Hill, Transportation Engineer
Amanda Lombard, Fiscal Tech III, Parking Division
Matt Walsh, Interim Deputy City Manager - Development

The meeting was called to order by Councilor Todd at 5:01 PM.

- 1) **Overview of Agenda:** Councilor Todd provided an overview of the meeting agenda and welcomed members of the public in attendance.
- 2) **Adoption of Minutes:** Councilor McNamara moved to adopt the meeting minutes of September 26, 2022. Councilor Brown seconded the motion. The minutes were adopted unanimously.
- 3) **Citizen Requests and City Council Referrals:**
 - a. **South Main Street (West Street to Langdon Avenue):** Councilor Todd welcomed members of the public to the meeting. He explained the purpose of the Neighborhood Meeting was to discuss on-street parking located on South Main Street, between West Street and Langdon Avenue. Approximately 10 members of the public were in attendance, including representatives from Feathered Friends Brewery, Smoke Show Restaurant, Sanel Auto Parts, and Premiere Properties.

Matt Walsh and Karen Hill made a brief presentation to the Parking Committee and members of the public.

Mr. Walsh opened the presentation by explaining that the City had recently received multiple requests for review / modification of on-street parking regulations for this section of South Main Street. These included requests from Feathered Friends Brewery, asking that the City consider installing parking meters and pavement markings in the vicinity of 231 South Main Street. The Committee also received a request from Sanel Auto Parts asking for increased

parking enforcement in the area, along with additional 2-hour parking signs in the vicinity of 218 South Main Street.

Mr. Walsh also noted that in March 2022, the City received a request from Premier Properties to have parking spaces removed along the frontage of their property located at 255 South Main Street. In looking into this request, staff discovered discrepancies between parking regulations in the Code of Ordinance and signage currently installed in the field for the area of South Main Street located between Gas Street and Langdon Avenue.

Mr. Walsh stated that recent changes in the neighborhood, including relocation of Taylor Rental and opening of the Feathered Friends Brewery and Smoke Show Restaurant, have increased demand for on-street parking.

Mr. Walsh explained that on-street parking is currently located on both sides of the road for this area of South Main Street. In order to provide on-street parking, South Main Street must have a minimum width of 38' (curb to curb). This minimum width provides sufficient area for two 11-foot wide travel lanes with two 8-foot parking lanes. He further explained that the width of this area of South Main Street varies from 36' near Langdon Avenue to 40' near West Street.

Mr. Walsh explained that narrow areas of the street, coupled with current pavement markings which establish travel lanes of 13'+ in width, render it infeasible to provide on-street parking at certain locations in the corridor.

In addition to explaining pavement widths and travel lanes, staff also reviewed several City Ordinances and State Laws which prohibit parking at certain locations (such as near driveways, fire hydrants, and intersections), and thus directly effect on-street parking layouts.

Mr. Walsh introduced Karen Hill, Transportation Engineer. Ms. Hill presented existing conditions plans which depicted current pavement markings for this area of South Main Street. She also presented plans which depicted recommendations for potential modifications to pavement markings and travel lane widths, which could improve on-street parking opportunities for the neighborhood.

Following the presentation, the Parking Committee opened a public hearing on this item. Members of the public present expressed concerns about insufficient shoulder width for on-street parking generally between Gas Street and Allison Street. The public also expressed a strong desire to maximize on-street parking in this location.

Following public testimony, Mayor Bouley moved to recommend that the City Council and the City Administration take the following actions. Councilor McNamara seconded:

1. That pavement markings on South Main Street (West Street to Langdon Avenue) be updated to establish 11-foot wide travel lanes and 8-foot parking lanes on both sides of the road, as detailed on concept plans prepared by the Engineering Services Division of the Community Development Department.
2. That the Parking Committee recommend that the City Council amend the Code of Ordinances as appropriate to re-codify or establish time limit parking on South Main Street as follows:

- a. #200-206 (west side of the road): Provide short-term parking near Vinny's Pizza. Staff to discuss specific time-limited parking needs with Vinny's and make a proposal to City Council related thereto.
 - b. Gas Street to #208 South Main Street (east side of the road): 10-hour parking.
 - c. #208 - #232 (west side): 10-hour parking.
 - d. #231 - #253 (east side): 2-hour parking.
 - e. #267 - #279 (east side): 10-hour parking.
3. Except as noted above, on-street parking shall be prohibited at all other locations in the corridor.

Discussion ensued. It was noted the cost of obliterating existing pavement markings and restriping will be approximately \$5,000-\$7,000. Chip Chesley, General Services Director, expressed concerns about financial resources required to update pavement markings to implement the proposed plan. Mr. Walsh stated that he would work with the General Services Department to review funding requirements and seek a supplemental appropriation (if needed) from the City Council simultaneously when the aforementioned parking ordinance updates are submitted to City Council for public hearing.

Due to rapidly approaching winter, and inability to paint pavement markings during cold weather, Mr. Walsh noted that these ordinances changes would be pursued in spring 2023.

The motion carried unanimously on a voice vote.

- 4) **Financials:** Parking Fund financial statements Year-to-Date (YTD) through September 30, 2022 were provided to the Parking Committee. As of September 30th, 25% of FY2023 had elapsed.
- i. **Revenues:** Total revenues Year-to-Date were \$1,125,203.26, or 32% of budget. This figure was approximately \$468,115 more than revenues received in prior year.
 - ii. **Expenditures:** Actual total expenditures for Year-to-Date were \$938,435.27 or 30% of budget. This figure was \$16,400.10 higher than prior year.
 - iii. **Gain/Loss:** Through September 30, 2022, the Parking Fund has positive net operating income of \$186,767.99 Year-to-Date for FY2023.
- 5) **Other Business:** Michael Perry, resident of 206 Rumford Street, addressed the Parking Committee and discussed concerns about unauthorized public parking on City land which is part of the Blossom Hill Cemetery. He reported that the activity appears to be associated with residents of 204 and 206 Rumford Street. In addition to parking, unauthorized activities include storage of unregistered vehicles, trailers, as well as miscellaneous household items and debris.

Councilor McNamara noted that this section of Rumford Street is located in her Ward. She informed the Parking Committee that she has discussed this issue with the Parks and Recreation Department (who oversee the Blossom Hill Cemetery), as well as the Parking Division and City Administration. She stated that she would like the Parking Committee to hold a neighborhood meeting to discuss parking issues on Rumford Street, between Penacook Street and North State Street.

It was the consensus of the Parking Committee to hold a neighborhood meeting on November 28, 2022 at City Council Chambers at 5:00PM to discuss this item. City staff noted that it would notify all property owners by mail, as well as prepare an analysis reviewing potential on-street parking opportunities for this section of Rumford Street.

6) **Adjournment:** The meeting adjourned at 6:15 PM.

Respectfully Submitted,

Amanda Lombard
Parking Division Fiscal Tech III