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PARKING COMMITTEE MEETING

November 18, 2013 at 4:30 p.m.

PRESENT: City Councilor Mark Coen
City Councilor Allen Bennett
City Councilor Fred Keach
City Councilor Jennifer Kretovic
Intown Concord Representative Sue McCoo
Intown Concord Representative Pam Peterson
Intown Concord Representative Tonya Rochette
Chamber of Commerce Representative Mark Ciborowski

ABSENT: Community Representative Jeff Bart
Concord Area Transit Representative Jim Sudak

STAFF: Director of Redevelopment, Downtown Services & Special Projects Matt Walsh
Traffic Engineer Rob Mack
Parking Clerk Alison Sinisgallo

GUESTS: Debra Naylor Havenwood-Heritage Heights
Dan Perkins NH Master Chorale
Mark Yasewicz NH Master Chorale
Rev. Jerry McCann United Church of Penacook
Dell McCann United Church of Penacook
Roy Schweiker local resident

Adoption of Minutes

City Councilor Jennifer Kretovic moved to accept the minutes of the September 2013 meeting with a request the Roy Schweiker's name be included in the list of those present. Intown Concord Representative Tonya Rochette seconded. The motion passed unanimously.

Citizen Requests / City Council Referrals

1. Havenwood-Heritage Heights

Director of Redevelopment, Downtown Services and Special Projects Matt Walsh presented a request from Havenwood-Heritage Heights for additional driveway setbacks for parking lots located on Christian Avenue to improve sight lines. The setbacks are currently posted at 5 feet from the driveways in accordance with City ordinance. Options set forth by Mr. Walsh include increasing the set back to 30 feet, as has been done at major commercial driveways, or moving the parking to the South side of the street where there are fewer driveways. There is concern that moving the set back to 30 feet would set a precedent for other properties in the City with similar concerns. City Councilor Fred Keach requested information on the number of motor vehicle accidents in the area as well as the cost involved in moving the parking to the South side of the street. Ms. Kretovic suggested staggering the parking on both sides of the street; this would remove parking from some of the driveways as well as slow the traffic. Local resident Roy Schweiker suggested the City create a new ordinance allowing for a greater setback for multifamily driveways. After much discussion, Ms. Kretovic moved to table the matter until such a time as Mr. Keach's questions can be answered. City Councilor Allen Bennett seconded. The motion passed unanimously.

2. New Hampshire Master Chorale

Mr. Walsh presented a request from New Hampshire Master Chorale to hold a concert in Capital Commons Garage on June 21, 2014. The fourth and fifth levels of the garage would be closed for the concert and dress rehearsal. There is concern that the demand for parking spaces may be increased at that time due to the coming Complete Streets Project. The majority of the parking spaces that would be impacted are leased spaces, which are reserved Monday through Friday 8am to 5pm. Ms. Kretovic expressed concern that the date selected for the concert coincides with Downtown's Midsummer Night Magic. Dan Perkins and Mark Yasewicz of New Hampshire Master Chorale stated that they would expect the first three levels of the garage to remain open to the public during the performance and rehearsal. They also stated that they would be interested in coordinating with any other Downtown groups or events, such as Midsummer Night Magic. Mr. Keach moved to recommend the request to City Council for approval. Staff to contact abutters and parking space lease holders. Mr. Bennett seconded. The motion passed unanimously.

3. United Church of Penacook

Mr. Walsh presented a request from the United Church of Penacook to establish Handicap parking spaces on Merrimack Street between Community Drive and Sanders Street. If Handicap parking spaces were to be established on Merrimack Street, improvements would have to be made to the side walk to meet ADA standards. In 2011 there was a similar request on Pleasant Street. In that situation, the requesting party paid for the modifications to the sidewalk through grants and low interest loans from the City. Mr. Keach moved that United Church of Penacook review the cost and feasibility of making the sidewalk ADA compliant. Ms. Kretovic seconded. The motion passed unanimously.

4. June Dubois Latti

Mr. Walsh presented a request from June Dubois Latti for two resident permits for her property at 10 Court Street. Mr. Walsh recommended responding to Ms. Latti in writing,

informing her that the City does not have resident permit parking in the area of Court Street. Mr. Bennett moved to take no action on the request. Mr. Keach seconded. The motion passed unanimously.

Reports

1. Neighborhood Parking Discussion

The committee reviewed a cost estimate for Dedicated Overnight Neighborhood Parking Enforcement as prepared by Deputy Chief Osgood, as well as a summary of parking tickets issued by Police Officers. It was noted that the majority of 48 hour violations written are complaint driven.

The committee also reviewed a report to the Mayor and City Council dated March 27, 2009 relative to narrow streets and snow removal. Should the travel portion of any street fall below a minimum of 12 feet due to snow or other conditions, General Services will post temporary No Parking signs.

Information

1. Monthly Financial Statement

Parking Fund had no significant issues to discuss at this time.

2. Snow Removal Bid

The lowest bid was from Jeffrey Raymond, \$49,200.00.

Public Comments

Intown Concord Representative Sue McCoo mentioned that a local car dealership often parks their vehicle in the Capital Commons Garage during snow storms, often leaving them in the garage over the course of a weekend. While this is not in violation of any City ordinance, it is not the intended use of the garage.

Other Business

The next meeting of the Parking Committee will take place in January 2014.

Adjourn

Mr. Bennett moved to adjourn. Mr. Keach seconded. The meeting adjourned at 6:06pm by unanimous vote.