

PARKING and TRAFFIC SAFETY COMMITTEE
PORTSMOUTH, NEW HAMPSHIRE

CITY HALL CONFERENCE ROOM A
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

*Members of the public also have the option to join the meeting over Zoom. (See below for more details) **

8:30 AM

February 5th, 2026

AGENDA

1. CALL TO ORDER

2. ATTENDANCE

Selection of Committee Chair for 2026.

3. FINANCIAL REPORT

4. PUBLIC COMMENT (15 MINUTES)

This is the time for all comments on any of the agenda items or non-agenda items.

5. PRESENTATIONS

None

6. NEW BUSINESS

A. Resident Access Parking Program Pilot, referred to Committee by City Council. **Sample Motion: Move to approve Resident Access Parking Program Pilot.**

7. OLD BUSINESS

A. Sheafe Street, request for additional measures to increase compliance with no parking area near Penhallow Street intersection, by resident. **Sample Motion: Move to continue monitoring street and report back at future meeting.**

B. Sagamore Avenue, request for traffic calming measures, by resident. **Sample Motion: Move to continue monitoring speeds.**

8. INFORMATIONAL

A. Police monthly accident report
B. Congress Street construction update
C. PTS Committee jurisdiction relative to site plan issues
D. Traffic Calming application for Cass Street received

9. MISCELLANEOUS

10. ADJOURNMENT

**Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:*

https://us06web.zoom.us/webinar/register/WN_xXJE8crwSFiAzkHPvL-uCw

After registering, you will receive a confirmation email containing information about joining the webinar.

Unaudited

Percentage of Fiscal Year Complete
50.00%

**Preliminary
Totals Thru
December 31, 2025**

	Total	Budgeted	% of Budget
FY 26			
Parking Meter Fees	2,593,586.78	5,319,280.00	49%
Meter Space Rental	84,285.00	160,000.00	53%
Meter In Vehicle	0.00	0.00	0%
EV Charging Stations	19,253.18	22,000.00	88%
Parking-Area Service Agreements	0.00	24,000.00	
High Hanover Transient	1,282,866.76	2,871,469.00	45%
High Hanover Passes	682,787.76	1,305,600.00	52%
Foundry Place Transient	374,258.36	679,000.00	55%
Foundry Place Passes	268,417.00	747,600.00	36%
Parking Sign Permit	50.00	0.00	
HH Pass Reinstatement	75.00	750.00	10%
Foundry Pass Reinstatement	(45.00)	750.00	-6%
Parking Violations	724,310.00	1,380,000.00	52%
Immobilization Administration Fee	3,600.00	6,000.00	60%
Summons Admin Fee	0.00	0.00	0%
Total FY 26	6,033,444.84	12,516,449.00	48%

BUDGETED	
10,016,449	75% Transfer to Parking Fund
2,500,000	25% Funds Remaining in Gen Fund
12,516,449	Total Parking Revenue



City of Portsmouth

Deputy City Manager

MEMORANDUM

TO: Parking Traffic and Safety Committee

FROM: Carl E. Weber, Deputy City Manager 
Benjamin M. Fletcher, Director – Parking and Transportation
Mike Casad, Parking General Foreman

DATE: January 29, 2026

SUBJECT: Updated Resident Access Parking Program (RAPP) Pilot - 2026 & Downtown Workforce Parking Pilot on Parrot Ave.

Resident Access Parking Program (RAPP) Pilot – 2026

At the City Council meeting on December 8th, 2025, City staff presented a one-year Resident Access Parking Program (RAPP) Pilot to improve public parking management in areas other than the metered downtown business district. This Pilot was in response to a request for a report back in October of 2025. The RAPP Pilot 2026 prioritizes residents by allowing them to park at no cost when their Portsmouth-registered license plates are enrolled in the existing resident parking program, while charging non-residents to park in the same designated areas. The original Pilot was modified based on feedback from the City Council, the Recreation Board, the Library, and the Chamber Collaborative.

The Pilot program is a proof-of-concept test to help determine whether monetizing non-resident parking results in increased parking availability for residents. By testing high-volume roadways and encouraging additional residents to register their Portsmouth vehicle license plates in the existing resident parking program, the City will be better equipped to develop future expansion into neighborhoods based on lessons learned and data gathered from this Pilot.

A Different Approach for RAPP Pilot 2026

The RAPP Pilot 2026 would charge non-resident vehicles \$1 per hour to park in designated areas, using vehicle license plate enforcement. Before the program begins, an outreach campaign will share details about the pilot and encourage residents to register their Portsmouth vehicle license plates through the Parking Office or the Tax Collector's Office. This campaign will include flyers in the RAPP areas, FAQs, promotion on the website, social media, and the City Newsletter.

While the RAPP Areas may be adjusted during the term of the Pilot with City Council approval, the RAPP Areas will initially include the following roads:

- Parrott Avenue (**roadway only**)*
- Hanover Street (from Bridge Street to Brewster Street)
- Rock Street
- Pearl Street
- Tanner Street
- Tanner Court
- Gates Street
- Hancock Street
- Washington Street (from Court to Hancock)

**Parrott Avenue is proposed to include a Downtown Workforce Parking Pilot in addition to RAPP. Middle School Teachers will also be able to park at no cost on Parrott Avenue during school hours and events.*

Residents who have already registered their Portsmouth vehicle license plates in the Parking Office or Tax Collector's Office for resident parking are able to park in the RAPP Areas without taking any further action. Residents can easily register their plates with either office.

Note: The Tax Collector's Office cannot automatically share resident license plate information with the Parking Division; residents must initiate this action by requesting a form at the Tax Office.

Once registered, residents do not need to use a cellphone or app to participate in the RAPP Pilot 2026 program. Only non-residents or those residents who have not registered their Portsmouth license plates would need to initiate a session with the ParkMobile App.

The goal is to make this RAPP Pilot 2026 as easy as possible for residents to park once they are registered in the parking system.

Lessons Learned from Previous Pilot Program

The Islington Creek Neighborhood Parking Program (NPP) Pilot in 2019 used parking permits and designated parking areas. The pilot included Hanover (Bridge to Brewster), Tanner, Tanner Court, Rock, Sudbury, Brewster, Langdon, McDonough, Cornwall, Rockingham, Cabot, Salem, and Dover Streets. Managing and tracking the permit program was difficult, especially for rental units with multiple occupants. The RAPP Pilot 2026 solves this problem by utilizing a simpler approach with Portsmouth vehicle license plate enforcement, and it is proposed to begin just over a year after the City began connecting current vehicle registrations to designate resident status.

RAPP Pilot 2026 Financial Analysis

The RAPP Pilot 2026 as outlined would result in 74 additional weekly hours of enforcement for the 224 spaces for an estimated \$2,106.63 per month cost. The estimated monthly revenue for non-resident parking is \$5,322.92, for an anticipated net gain of \$3,215.29 per month.

Thus, this RAPP Pilot 2026 is estimated to cover the costs associated with this program. In the future, any surplus revenue could be applied to cover costs associated with proposed neighborhood parking expansion. (See *Resident Access Parking Program - Cost and Revenue Estimates* dated 1/27/2026 for additional details.)

Timeline/Plan for Implementation

- Order signs: 4-6 weeks
- Conduct neighborhood Counts: 4-6 weeks
- Create zones in the ParkMobile App: 4-6 weeks
- Conduct outreach (Flyers on cars, website, and social media): 1-2 weeks
- Start with Friendly Warning Citations: Beginning day one to help educate for the first few weeks and emphasize registering Portsmouth license plates
- Provide data driven analysis-report back: Quarterly

Proposed Implementation Steps

The RAPP Pilot implementation includes policy adoption as well as an ordinance change. The ordinance requires three readings and a public hearing. This process is estimated to take approximately two months, and the RAPP Pilot would start on the first day of the month following the adoption of the associated ordinance.

Future Steps

Staff will collect parking utilization data and monitor adjacent areas to evaluate changes in parking patterns to prioritize which neighborhoods the RAPP Pilot 2026 effort could expand into first. The Pilot program will test whether monetizing non-resident parking provides increased availability to residents. If true, this approach, when expanded to neighborhoods, may support higher density affordable housing developments in the future. Staff will provide financial analysis for any proposed expansion to include proposed neighborhoods, implementation phases, enforcement costs, revenue assumptions, and anticipated parking sessions to establish the net gain or loss associated with the recommendations.

Data Collection and Analysis

The City Council will receive a quarterly report on the RAPP Pilot 2026 with additional recommendations and possible adjustments to the RAPP program.

Staff will collect parking utilization data and monitor adjacent areas to evaluate changes in parking patterns to prioritize which neighborhoods the RAPP Pilot 2026 effort.

Data collection will consist of occupancy counts in the target areas and surrounding areas taken at 6 am, 12 noon and 6 pm. Revenues associated with the program will also be reported quarterly.

Downtown Workforce Parking Pilot on Parrott Avenue

After receiving feedback and discussion with the Chamber Collaborative and downtown businesses, staff is now proposing a Downtown Workforce Pilot on Parrott Avenue (roadway only). Currently, the downtown workforce program is offered at the Foundry Garage and consists of 20 stickers per month for \$3 dollars per sticker for up to a 10-hour stay.

Hourly employees who work downtown and have registered at the Parking Office can take advantage of the Pilot program. Instead of paying the non-resident rate of \$1

per hour, the cost to park on Parrott Avenue would be .30 cents per hour, comparable to the cost of the existing program in the Foundry garage for a 10 hour stay. The main difference is that employees only pay the hourly rate for initiated sessions and the actual hours used instead of pre-paying for stickers. This Pilot also allows a proof-of-concept for allowing this program outside of a garage environment.

Further expansion of the Downtown Workforce Parking Pilot will be considered during the Pilot term as evidence supports.

Attachments

Resident Access Parking Program

Cost and Revenue Estimates

Enforcement

Mon-Sat	66	Monday - Saturday hours
Sunday	8	Sunday hours
Total	74	hours of coverage required weekly

<u>Personnel</u>	<u>Annual Cost</u>	<u>Monthly Cost</u>
PTE Enforcement	25,291.50	2,107.63
Total		2,107.63

Revenue Assumptions

Total Inventory **224** spaces

Low Observed Residency Usage

Average Length of Stay (LOS) downtown: 2.25 hours

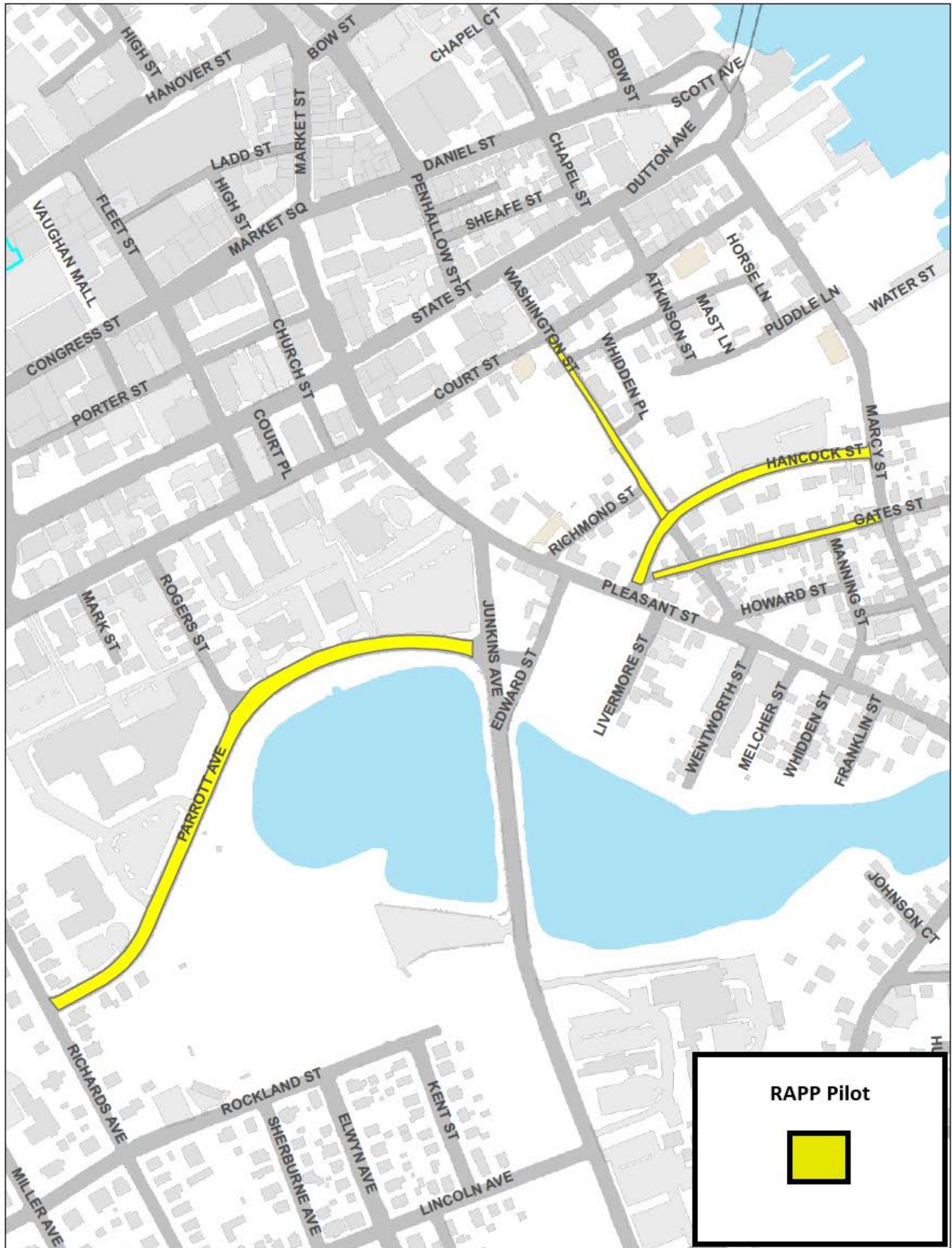
<u>Anticipated Sessions</u>	<u>Rate</u>	<u>LOS (hours)</u>	<u>Revenue/Session</u>	
50	\$ 1.00	3.5	\$ 3.50	\$ 5,322.92 Anticipated Monthly Revenue

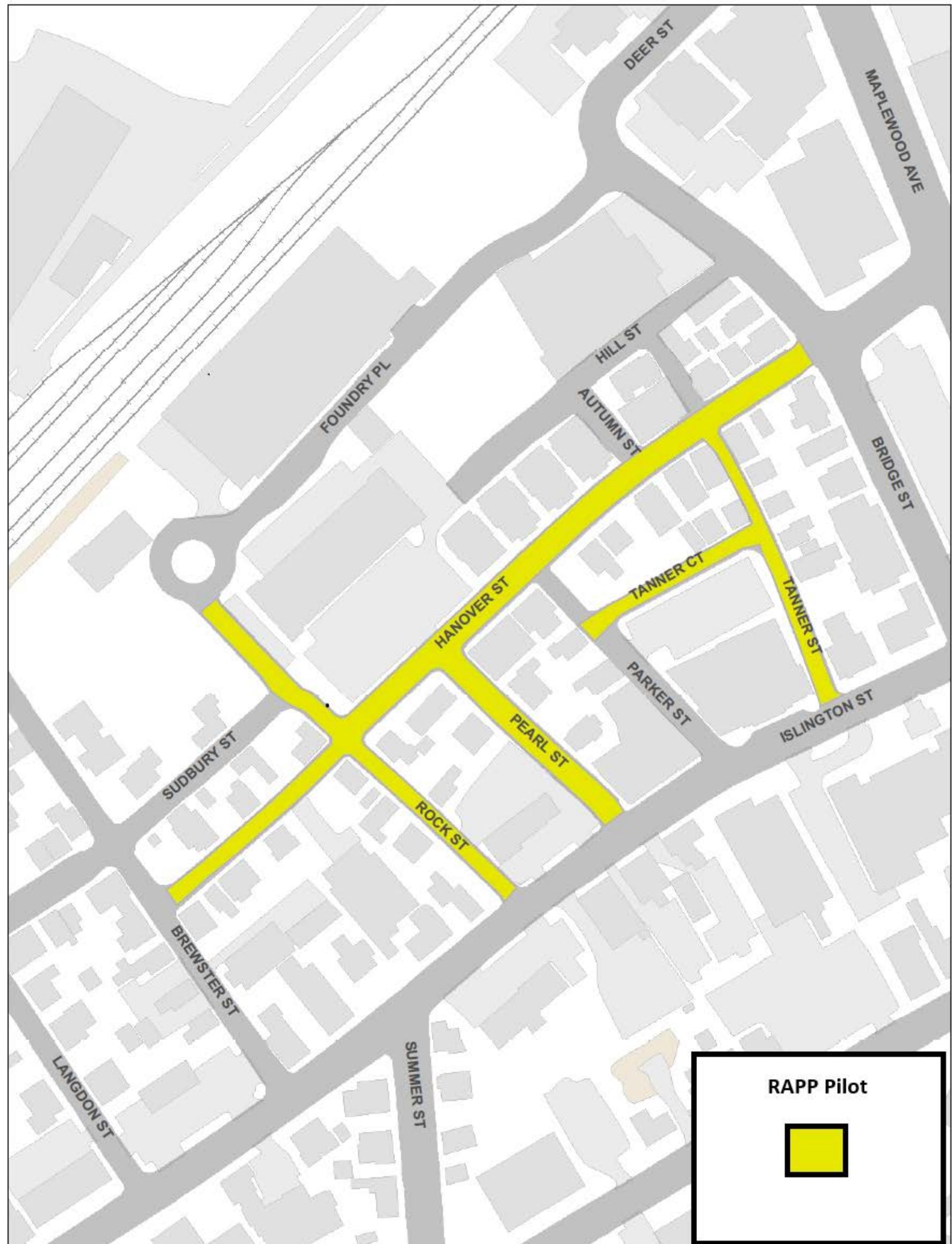
\$ 3,215.29 Anticipated net gain (loss)

Inventory

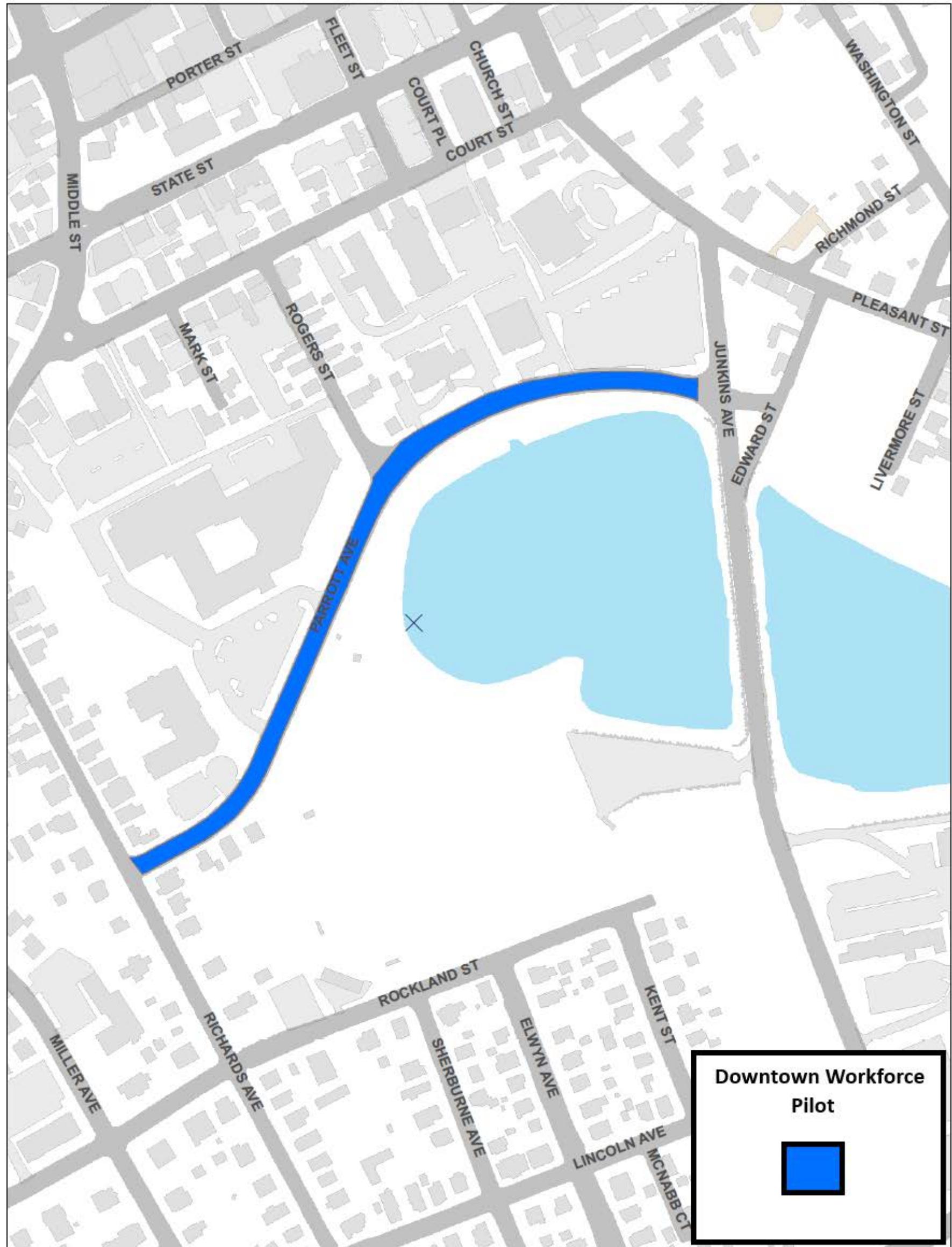
35	Hanover Street - Bridge to Brewster
18	Rock Street
10	Pearl Street
3	Tanner
11	Tanner Ct
28	Hancock Street
21	Gates Street
8	Washington
90	Parrot Avenue

224





RAPP Pilot



**Downtown Workforce
Pilot**



City of Portsmouth

Deputy City Manager

MEMORANDUM

TO: Karen S. Conard, City Manager

FROM: Carl E. Weber, Deputy City Manager *CEW*
Benjamin M. Fletcher, Director – Parking and Transportation
Mike Casad, Parking General Foreman

DATE: December 16, 2025

SUBJECT: Resident Access Parking Program (RAPP) Pilot – 2026 Updated

Resident Access Parking Program (RAPP) Pilot – 2026

In response to a City Council request for a report back, staff from the City's Parking Division are recommending a one-year Resident Access Parking Program (RAPP) Pilot to improve public parking management in areas other than the metered downtown business district. The RAPP Pilot 2026 prioritizes residents by providing free parking based on their Portsmouth registered vehicle license plates enrolled in the existing resident parking program while monetizing parking for non-residents.

The Pilot program is a proof-of-concept test to help determine whether monetizing non-resident parking results in increased parking availability for residents. By testing high-volume lots, adjacent roadways, and encouraging additional residents to register their Portsmouth vehicle license plates in the existing resident parking program, the City will be better equipped to develop future expansion into neighborhoods based on lessons learned and data gathered from this Pilot.

A Different Approach for RAPP Pilot 2026

The RAPP Pilot 2026 would charge non-resident vehicles \$1 per hour to park in designated areas, using vehicle license plate enforcement. Before the program begins on March 1, 2026, an outreach campaign will share details about the pilot and encourage residents to register their Portsmouth vehicle license plates through the

Parking Office or the Tax Collector's Office. This campaign will include flyers in the RAPP areas, FAQs, promotion on the website, social media, and the City Newsletter.

While the RAPP Areas may be adjusted during the term of the Pilot with City Council approval, the RAPP Areas will initially include the following public lots and roads:

- Rockland Street lot (adjacent to Leary Field)
- Middle School lot (off-school hours)
- Library lot
- Connie Bean Community Center lot*
- Parrott Avenue (**roadway only**)
- Hanover Street (from Bridge Street to Brewster Street)
- Pearl Street
- Gates Street
- Hancock Street
- Rock Street, all delineated parking spaces;*
- South Mill Pond lot**
- Peirce Island (Excluding boat launch)**
- Chris Rice Skateboard Park lot**

**Rock Street added per request of Councilor Moreau on 12/8/2025*

***Pending Recreation Board Review on 12/17/2025*

The entire plan will be presented to the Parking & Traffic Safety Committee and the Recreation Board for any additional consideration prior to implementation.

City staff met with the Library and Middle School to introduce the RAPP concept and how to best manage employees and staff, as well as improve signage to include designated parking areas for Middle School parents while visiting the school.

Residents who have already registered their Portsmouth vehicle license plates in the Parking Office or Tax Collector's Office for resident parking are able to park in the RAPP Areas without taking any further action. Residents can easily register their plates with either office.

Note: The Tax Collector's Office cannot automatically share resident license plate information with the Parking Division; residents must initiate this action.

Once registered, residents do not need to use a cellphone or app to participate in the RAPP Pilot 2026 program. Only non-residents or those residents who have

not registered their Portsmouth license plates would need to initiate a session with the ParkMobile App.

The goal is to make this RAPP Pilot 2026 as easy as possible for residents to park once they are registered in the parking system.

Additional user types and attributes - Middle school teachers, coaches, recreation and library staff will be added to the parking system in conjunction with the RAPP Pilot 2026 to allow for enforcement of non-residents while accounting for staff that may occupy adjacent lots or streets during working hours, recreation or after-school events.

Lessons Learned from Previous Pilot Program

The Islington Creek Neighborhood Parking Program (NPP) Pilot in 2019 used parking permits and designated parking areas. The pilot included Hanover (Bridge to Brewster), Tanner, Tanner Court, Rock, Sudbury, Brewster, Langdon, McDonough, Cornwall, Rockingham, Cabot, Salem, and Dover Streets. Managing and tracking the permit program was difficult, especially for rental units with multiple occupants. The RAPP Pilot 2026 solves this problem by utilizing a simpler approach with Portsmouth vehicle license plate enforcement, and it is proposed to begin just over a year after the City began connecting current vehicle registrations to designate resident status.

RAPP Pilot 2026 Financial Analysis

The RAPP Pilot 2026 as outlined would result in 74 additional weekly hours of enforcement for the 551 spaces for an estimated \$4,215.25 per month cost. The estimated monthly revenue for non-resident parking is \$18,630.21, for an anticipated net gain of \$14,414.96 per month.

Thus, this RAPP Pilot 2026 is estimated to cover the costs associated with this program. In the future, any surplus revenue could be applied to cover costs associated with proposed neighborhood parking expansion. (See *Resident Access Parking Program - Cost and Revenue Estimates* dated 11/21/2025 for additional details.)

Timeline/Plan for Implementation

- Order signs: 4-6 weeks
- Conduct neighborhood Counts: 4-6 weeks
- Create zones in the ParkMobile App: 4-6 weeks

- Conduct outreach (Flyers on cars, website, and social media): 1-2 weeks
- Start with Friendly Warning Citations: Beginning day one to help educate for the first few weeks and emphasize registering Portsmouth license plates
- Provide data driven analysis-report back: Quarterly

Proposed Implementation Steps

December 22, 2025 - RAPP Policy to City Council for Adoption

January 20, 2026 - First Reading RAPP Ordinance

February 2, 2026 - Second Reading RAPP Ordinance

February 22, 2026 - Third Reading/Adoption of RAPP Ordinance

March 1, 2026 - RAPP Pilot begins

Future Steps

Staff will collect parking utilization data and monitor adjacent neighborhoods to evaluate changes in parking patterns to prioritize which neighborhoods the RAPP Pilot 2026 effort could expand into first. The Pilot program will test whether monetizing non-resident parking provides increased availability to residents. If true, this approach, when expanded to neighborhoods, may support higher density affordable housing developments in the future. Staff will provide financial analysis for any proposed expansion to include proposed neighborhoods, implementation phases, enforcement costs, revenue assumptions, and anticipated parking sessions to establish the net gain or loss associated with the recommendations.

City Council will receive a quarterly report on the RAPP Pilot 2026 with additional recommendations and possible adjustments to the RAPP program.

Future Enhancements to the ParkMobile App

- **Downtown Workforce Parking Program** - Staff is working with ParkMobile to develop an app-driven solution to expand this program beyond a garage.
- Staff will regularly engage with ParkMobile to explore new enhancements that will continue to improve the parking experience for residents.

Attachments

Resident Access Parking Program

Cost and Revenue Estimates - Nov. 21, 2025

Enforcement

Mon-Sat	66	Monday - Saturday hours
Sunday	8	Sunday hours
Total	74	hours of coverage required weekly

Surface Lots Only

	Annual Cost	Monthly Cost
PTE Enforcement	25,291.50	2,107.63
PTE Enforcement	25,291.50	2,107.63
Total Enforcement		4,215.25

Revenue Assumptions

Combined Lot Inventory **551** spaces

Low Observed Residency Usage

Average Length of Stay (LOS) downtown: 2.25 hours

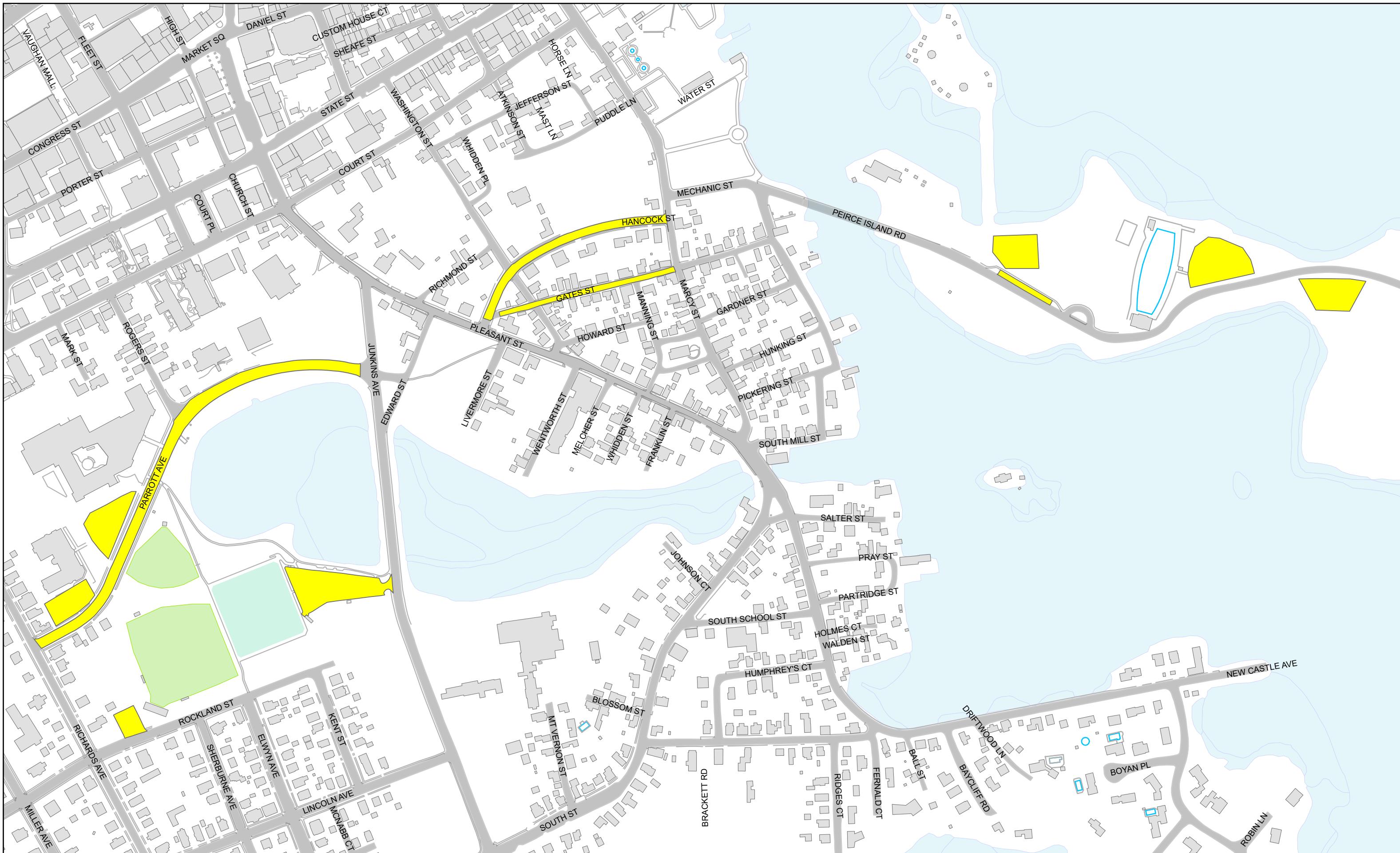
Anticipated Sessions	Rate	LOS (hours)	Revenue/Session	
175	\$ 1.00	3.5	\$ 3.50	\$ 18,630.21 Anticipated Monthly Revenue

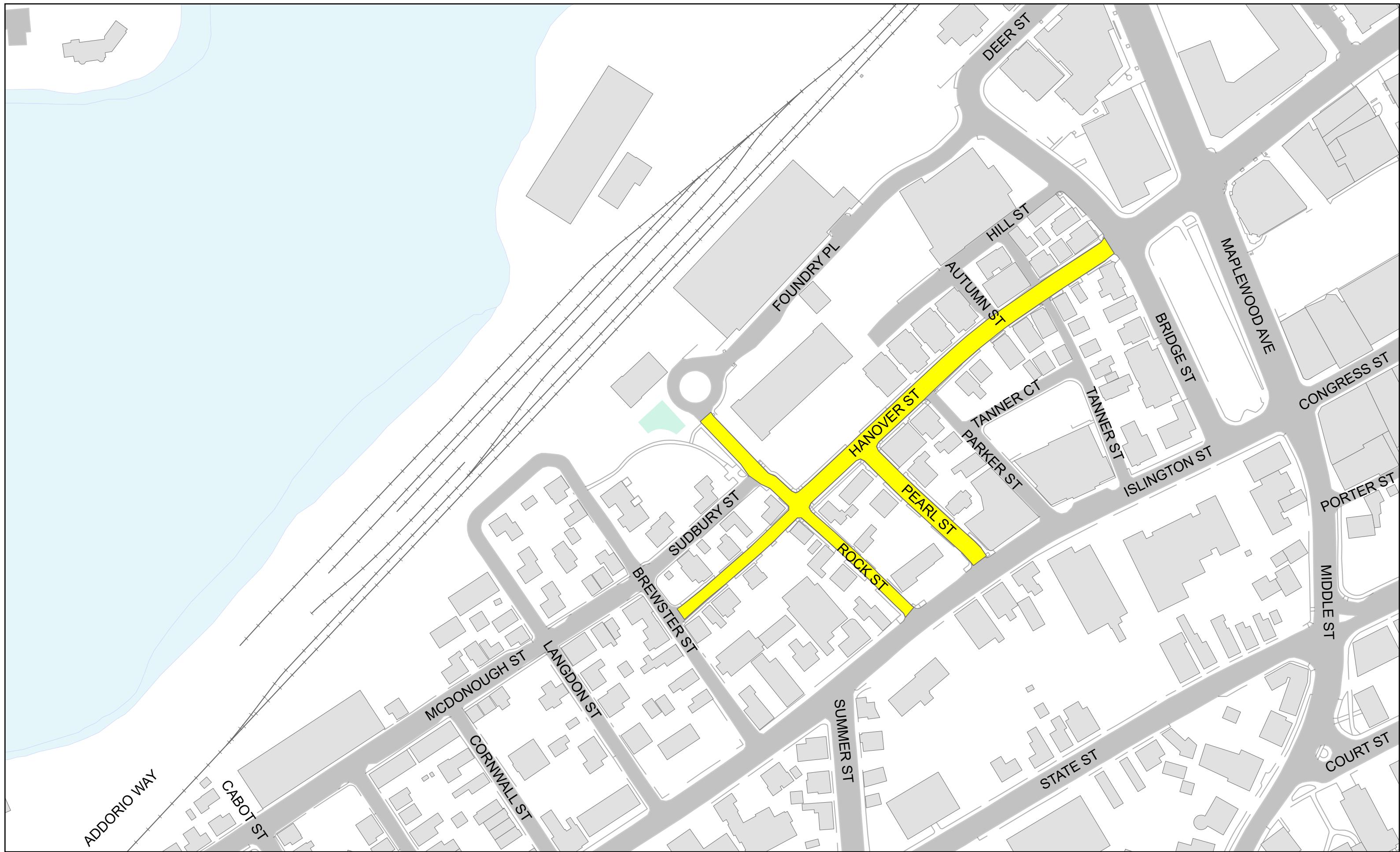
\$ 14,414.96 | Anticipated net gain (loss)

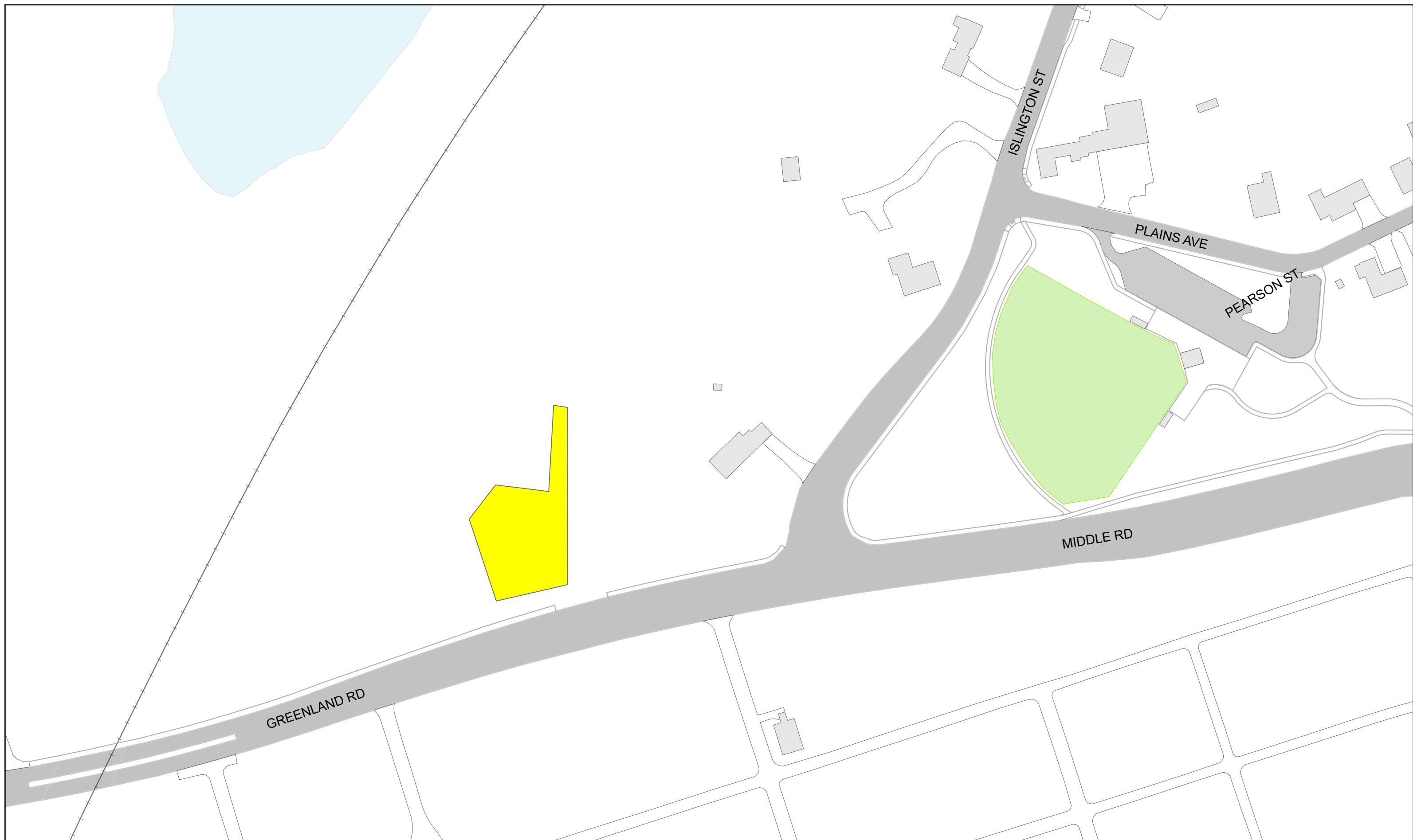
Inventory

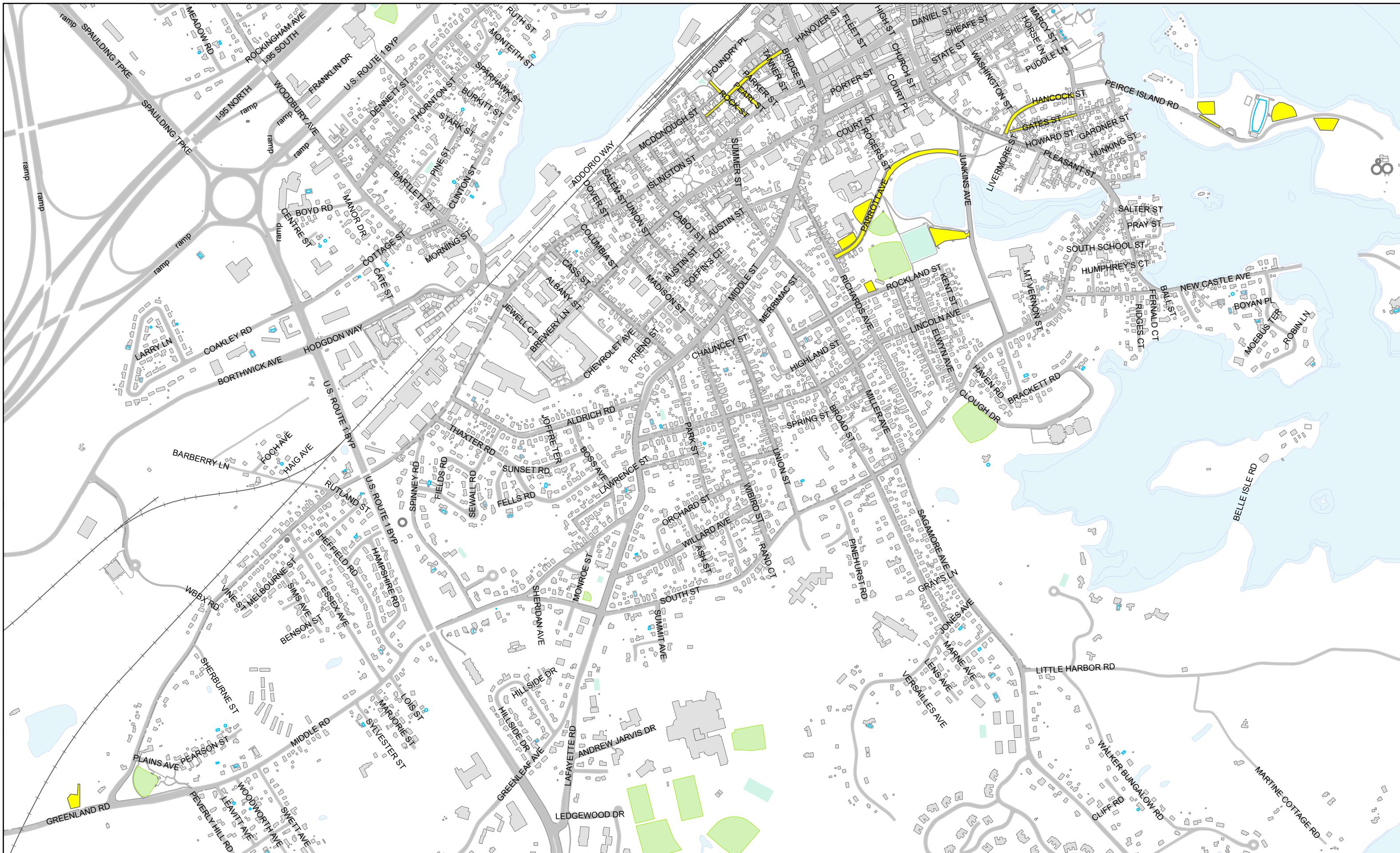
35	Hanover Street - Bridge to Brewster
10	Pearl Street
28	Hancock Street
21	Gates Street
90	S Mill
15	Rockland
90	Parrot Avenue
75	Library/PMS
52	4 Tree Island - Paved Lot
22	4 Tree Street Inventory
55	Peirce Island Pool Lot
58	Skate Park

551









CITY COUNCIL POLICY No **2025-03**

RESIDENT ACCESS PARKING PROGRAM PILOT – 2026

Purpose

Over the last decade, the City has implemented several pilots for Resident Neighborhood Parking Programs to address concerns of reduced parking availability for residents of neighborhoods located near the Downtown Business District.

Neighborhoods in proximity to the Downtown Business District are not metered.

Residents have experienced that nonresidents park in their neighborhood because parking spaces are unmetered, which creates a shortage of parking spaces for residents.

Prior pilots have been unsuccessful because they were difficult to manage and enforce.

A new Resident Access Parking Program (RAPP) Pilot- 2026 (“Program”) has been created to address residents’ concerns and improve the operation and enforcement of the Program.

The goals of the Program are to:

- Increase parking availability for residents by charging nonresidents for parking in designated locations outside the downtown business district;
- Provide free parking for residents as well as School, Recreation, and Library employees who have registered their license plates with the City’s Parking Office;
- Simplify management and enforcement of the Program by using vehicle license plate enforcement; and
- Provide parking management data from the Program to the City Council to help inform future resident parking programs and parking availability in neighborhoods in proximity to the Downtown Business District.

Policy

The Program will charge nonresidents \$1.00 per hour and provide free parking for residents and School, Recreation and Library employees with vehicle license plates registered through the City’s Parking Office in designated locations outside the metered Downtown Business District in RAPP Zones.

RAPP Zones include the following streets and City-owned parking lots listed below and set forth in the attached map:

- a. Rockland Street Lot (adjacent to Leary Field);
- b. The three parking areas in the Lot that serve the Middle School, Public Library and the Connie Bean Community Center off Parrott Avenue;
- c. Parrott Avenue, both sides;
- d. Hanover Street (from Bridge Street to Brewster Street), both sides;
- e. Pearl Street, both sides;
- f. Gates Street, both sides;
- g. Hancock Street, both sides;
- h. South Mill Pond Lot;
- i. Peirce Island (excluding boat launch); and
- j. Chris Rice Skateboard Park Lot

Parking Rates and hours of enforcement for the Program are set forth in Chapter 7, Article I, section 7.102 (C).

Effective date

The Program is a pilot and is effective from March 1, 2026 through February 28, 2027.

Adopted by the Portsmouth City Council on _____.

Kelli L. Barnaby, MMC, CMC, CNHMC

City Clerk

