



City of Rochester, New Hampshire

Office of the City Manager

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February 17, 2022

Parking Review Group (PRG) Representatives:

1. City Councilor – Tim Fontneau (Chairperson)
2. Planning Board – Keith Fitts
3. Rochester Economic Development Commission – Kris Ebbeson
4. Planning Department – Shanna Saunders
5. Economic Development Department – Michael Scala
6. Department of Public Works – Peter Nourse
7. Police Department – Andrew Swanberry
8. Rochester Main – Todd Radict
9. Downtown Business Owners – Ralph DiBernardo

The group's mission statement includes the following:

1. Review the following chapters of the Master Plan-
 - a. Transportation (adopted February 2020)
 - b. Downtown (adopted August 2020)
2. Review the Parking Study conducted by Stantec (June 2021)
3. Review the City's Wayfinding Plan
4. Review the City's Site Plan Regulations pertaining to parking
5. Review the City's parking enforcement regulations and violations history data
6. Begin a "self-directed" review and information collection phase-
 - a. Follow up steps #1 and #2 with additional information gathering as deemed needed by PRG
 - b. Host an open public meeting to solicit input from other stakeholders and the greater community, additional meetings as deemed beneficial (employ the use of a trained facilitator for these, such as Rochester Listens)
 - c. Conduct any other activities and analysis deemed beneficial by the PRG
 - d. Develop a draft list of Action Items and Next Steps, with projected completion dates which PRG will then present to the City Council and City Manager

- e. Complete any financial analysis needed regarding funding or revenue that any action item may need/generate
 - f. Specifically address the issues of a publicly owned multilevel parking structure (“parking garage”) – need for, timing, financial viability
7. Although a specific time frame for the PRG’s work is not defined, it is directed that (1) a status update be provided to the City Council and City Manager at least every three months until the group completes its work and (2) summary meeting minutes are provided to the City Manager of every meeting of the group.