



**Rochester Special City Council Meeting  
March 19, 2019  
Council Chambers  
7:00 PM**

**Agenda**

- 1. Call to Order**
  - 2. Resolution Authorizing Acceptance and Appropriation of Victims of Crime Act (VOCA) Grant Award for FY 2020 P. 5**
  - 3. Adjournment**
- 

**Rochester City Council Workshop  
March 19, 2019  
Council Chambers  
*Immediately following the Special Meeting***

**Agenda**

- 1. Call to Order**
- 2. Public Input**
- 3. Communications from the City Manager**
  - 3.1. Employee of the Month P. 11**
- 4. Communications from the Mayor**
- 5. Update: Impact Fees P. 13**
- 6. Discussion: Proposed Zoning Changes**
  - 6.1 Amendment to Chapter 42 of the General Ordinances of the City of Rochester Regarding the Location and Boundaries of Zoning Districts (*petition submitted by landowners of two parcels*) P. 15**

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City Clerk's Office

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**6.2 An Ordinance of the City of Rochester City Council  
Adopting Amendments to Chapter 42 of the General  
Ordinances of the City of Rochester Regarding Zoning  
and Development Standards for the Development of  
Lands within the Downtown Commercial Zone District  
P. 21**

- 7. Update: Neighborhood Compliance Program**
- 8. Department Reports P. 41**
- 9. Other**
- 10. Non-Public/Non-Meeting**
  - 10.1. Non-Public Session**
- 11. Adjournment**

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**RESOLUTION AUTHORIZING ACCEPTANCE AND APPROPRIATION OF VICTIMS  
OF CRIME ACT (VOCA) GRANT AWARD FOR FY 2020**

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:

WHEREAS, that a Victims of Crime Act (VOCA) grant in the amount of Twenty-Five Thousand Eight Hundred and Thirty-Six Dollars (\$25,836.00) awarded to the City of Rochester's Legal Department is hereby accepted by the City of Rochester;

WHEREAS, the aforesaid grant requires a 20% cash match by the City of Rochester in the amount of Six Thousand Four Hundred Fifty Nine Dollars (\$6,459.00), to the Victims of Crime Act (VOCA) grant by City of Rochester's Legal Department;

FURTHER, that the sum of Twenty-Five Thousand Eight Hundred and Thirty-Six Dollars (\$25,836.00) be, and hereby is, appropriated to a non-lapsing Special Revenue Fund to be created for the purpose of carrying out the purposes of the Victims of Crime Act grant;

FURTHER, that the transfer of Six Thousand Four Hundred Fifty Nine Dollars (\$6,459.00) from the FY 2020 Legal Department Operating Budget to the non-lapsing Special Revenue fund stipulated above is hereby authorized;

FURTHER, that the City Manager is authorized to enter into a grant agreement and any other contracts with the New Hampshire Department of Justice that are necessary to receive and administer the grant funds detailed above; and

FURTHER, to the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution.

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## AGENDA BILL - FUNDING RESOLUTION

## EXHIBIT

Project Name: Date: Fiscal Year: 

Fund (select):

GF  Water  Sewer  Arena CIP  Water CIP  Sewer CIP  Arena CIP Special Revenue Fund Type: Lapsing  Non-Lapsing 

## Deauthorization

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1				-	-	-
2				-	-	-
3				-	-	-
4				-	-	-

## Appropriation

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD	TBD	25,836.00 -	-	6,459.00 -
2				-	-	-
3				-	-	-
4				-	-	-

## Revenue

	Org #	Object #	Project #	Fed Amount \$	State Amount \$	Local Amount \$
1	TBD	TBD	TBD	25,836.00 -	-	6,459.00 -
2				-	-	-
3				-	-	-
4				-	-	-

DUNS # CFDA # Grant # Grant Period: From   
To 

If de-authorizing Grant Funding appropriations: (select one)

Reimbursement Request will be reduced Funds will be returned

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City Clerk's Office

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03/14/2019

**City of Rochester Formal Council Meeting****AGENDA BILL****NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.****AGENDA SUBJECT**

Acceptance of and Appropriation of Funds for FY 2020 VOCA Grant

COUNCIL ACTION ITEM ☒  
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☒ NO ☐  
\* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☐

AGENDA DATE	March 19, 2019		
DEPT. HEAD SIGNATURE	Karen Pollard, on file		
DATE SUBMITTED	3/5/2019		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	4

**COMMITTEE SIGN-OFF**

COMMITTEE	
CHAIR PERSON	

**DEPARTMENT APPROVALS**

DEPUTY CITY MANAGER	
CITY MANAGER	

**FINANCE & BUDGET INFORMATION**

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	NH Dept. of Justice / general City funds
ACCOUNT NUMBER	TBD
AMOUNT	
APPROPRIATION REQUIRED	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
	\$25,836 (grant) / \$6,459 (match)

**LEGAL AUTHORITY**

City Charter.

**SUMMARY STATEMENT**

The Legal Department has been conditionally awarded a NH Department of Justice Victim of Crime Act (VOCA) grant in order to fund the continuing Victim-Witness Advocate position in the amount of \$25,836.00. A non-Federal match of \$6,459.00 is required by the grant and is already included in the Legal Department's proposed FY 2020 budget.

**RECOMMENDED ACTION**

Accept the grant, appropriate the necessary funds, and authorize the City Manager to enter into a grant agreement with the NH Department of Justice.

To: EOM Committee

From: Kelly Walters, City Clerk

Date: January 7, 2019

Re: Cassie Givara, Deputy City Clerk

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I am nominating Cassie Givara, Deputy City Clerk, for the Employee of the Month for February, 2019.

Cassie joined the City Clerk's team in June, 2017. She will be obtaining her New Hampshire City and town clerk's certification this coming August, 2019.

Cassie has excellent customer service skills and is a dedicated employee. Cassie consistently brings a great work ethic, sense of pride, and sense of humor to the Clerk's office. She is a team player and is admired by her co-workers.

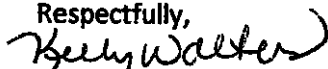
Cassie has dedicated many hours of her own time to the Tri-City Mayor's Task Force on Homelessness. She volunteered to prepare the agendas, packets, and meeting minutes, for all three Tri-City Communities, in order to keep the records straight through this immense effort to resolve the homeless problem in the Tri-city area. Her dedication to the task force is much appreciated.

Cassie graciously agreed to take meeting minutes for the Finance Committee recently and has volunteered to assist the City of Somersworth with their need for a short-term minute-taker.

It is with great pride that I dedicate Cassie Givara for Employee of the Month.

Thank you for your consideration.

Respectfully,

  
Kelly Walters, City Clerk

January 23, 2019

MEMO

Employee of the Month Nomination – Cassie Givara

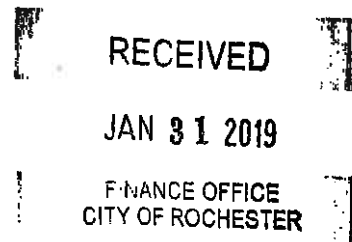
Cassie has been instrumental to the success of the Tri City Mayor's Task Force on homelessness in her role as assistant to the Chairman. In the early months of the commission's formation, it became clear that we needed a dedicated single-source for minute recording and agenda development and Cassie volunteered without hesitation. Since that time, the continuity of the Task Force's meetings have made it possible for all task force members and members of the public to have timely access to accurate thoughtfully designed information. Without the dedication and talent of Cassie Givara, the Task Force would certainly fall short of building a Master Plan to end homelessness within the Tri-City region. The distinctive professionalism and dedication of Cassie Givara reflects credit upon herself and the City of Rochester.

Let me know if you have any questions.

Jeremy

--

"These things we do, that others may live."





03/14/2019

## City of Rochester Formal Council Meeting

### AGENDA BILL

**NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.**

#### AGENDA SUBJECT

Presentation on Impact Fee Methodologies and Amendments to the Impact Fee Ordinance.

COUNCIL ACTION ITEM ☐  
INFORMATION ONLY ☒

FUNDING REQUIRED? YES ☐ NO ☒  
\* IF YES ATTACH A FUNDING RESOLUTION FORM

RESOLUTION REQUIRED? YES ☐ NO ☒

FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	March 19, 2019		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	March 12, 2019		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	36

#### COMMITTEE SIGN-OFF

COMMITTEE	Planning Board
CHAIR PERSON	Nel Sylvain

#### DEPARTMENT APPROVALS

DEPUTY CITY MANAGER	
CITY MANAGER	

#### FINANCE & BUDGET INFORMATION

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

#### LEGAL AUTHORITY

Not applicable - presentation only.

**SUMMARY STATEMENT**

The City has hired the consulting firm BCM Planning, LLC and has worked with the principal, Bruce Mayberry, on updating the Impact Fee Methodologies that were completed in 2007. We also asked Mr. Mayberry to update the Impact Fee Zoning Ordinance as needed due to the amount of time that has passed since it was first adopted. Mr. Mayberry gave a presentation to the Planning Board on March 4, 2019 on the methodologies and the amendments to the Impact Fee Ordinance. The Impact Fee Ordinance is part of the Zoning Ordinance and is in Section 42.27 (c) of the Ordinance. The Methodologies are separate from the Ordinance. The Ordinance states that the Planning Board may prepare, adopt, or amend studies or reports that are consistent with the Ordinance and which define a methodology for impact fee assessment for public capital facilities, and impact fee assessment schedule therefore. The Planning Board will be scheduling a public hearing on the methodologies for April 15, 2019 and then will deliberate on which impact fees they would like to adopt and then adopt the appropriate methodologies. The Board wanted to give a presentation to the City Council on the Methodologies to get their input. In addition, the Board will be making a recommendation to the City Council on the amendments to the Impact Fee Ordinance within the Zoning Ordinance. The City Council will need to adopt those amendments.

**RECOMMENDED ACTION**

Discuss and provide comments on the Methodologies to the Planning Board ahead of their public hearing.

**Amendment to Chapter 42 of the General Ordinances of the City of Rochester Regarding  
the Location and Boundaries of Zoning Districts**

THE CITY OF ROCHESTER ORDAINS:

WHEREAS, Chapter 42.1, Section J establishes that the location and boundaries of zoning districts within the City of Rochester are established as shown on a map titled, "City of Rochester Zoning Map."

WHEREAS, Chapter 42.1, Section J further declares that the City of Rochester Zoning Map is incorporated by reference as part of Chapter 42 of the General Ordinances of Rochester regarding zoning.

WHEREAS, the Mayor and City Council of Rochester desire to amend the City of Rochester Zoning Map to change the zoning for the property located at 287 Rochester Hill Road from Agricultural to Office/Commercial.

THEREFORE, the Mayor and City Council of Rochester ordain that the zoning of the property located at 287 Rochester Hill Road in the City of Rochester shall be changed in accordance with the Attached Exhibit. (Exhibit A).

FURTHER, the City of Rochester Zoning Map shall be amended and updated to reflect that the above shown property are included in the Office/Commercial Zone and are removed from the Agricultural Zone.

**The effective date of these amendments shall be upon passage.**

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City Clerk's Office

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# Petition for Zoning Ordinance Amendment

Date: Aug 13 2018

The fillings of this petition and payment of the required fees, hereby propose a change in Chapter 42, Section \_\_\_\_\_, of the General Ordinances of the City of Rochester.

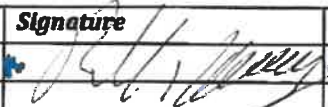

It is respectfully requested that the Honorable Mayor and City Council amend the above as follows:

(Note: Please give a completed description of the change requested; if a zoning change is proposed supply full legal description of the affected parcel or areas).

WE would REQUEST To change From  
AGRICULTURE To OFFICE COMERCIAL

CONTACT Michael Whitcher 664 5577 x 13

Each petitioner must supply, printed name, signature, street address, and Map and Lot Number.

	Printed Name	Signature	Street Address	Map & Lot Number
1	Patrick Murray		0 Rochester Hill	<del>0015</del>
2				0255-0015-0000
3				
4	Michael Whitcher		287 Rochester Hill	
5	MACARDI LLC			0254-0018-0000
6				
7				
8				
9				
10				

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AUG 31 2018

CITY CLERK'S OFFICE  
ROCHESTER, NH

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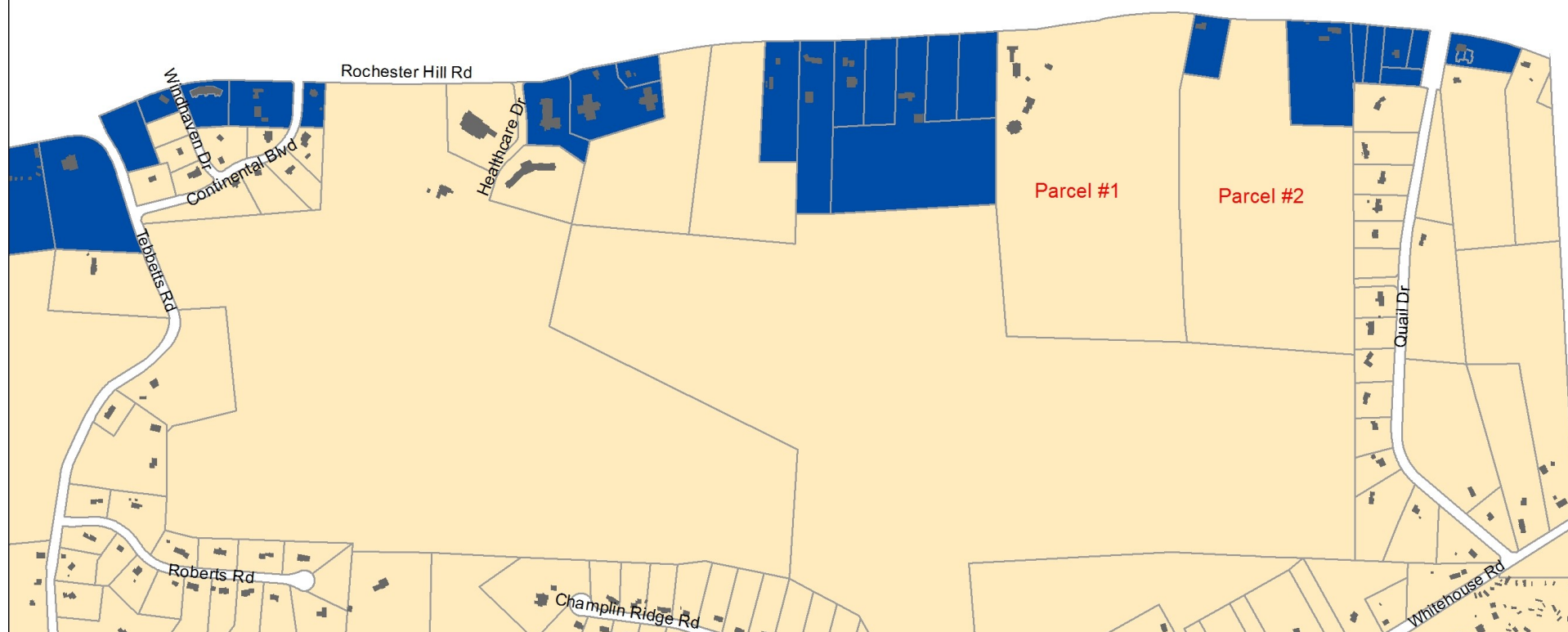
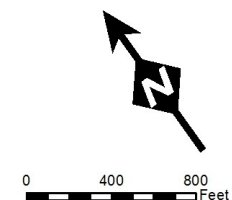
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## Legend

-  Building
-  Parcel Boundary
-  Agricultural Zone
-  Office Commercial Zone



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**Ordinance No. \_\_\_, 2018**

**AN ORDINANCE OF THE CITY OF ROCHESTER CITY COUNCIL ADOPTING  
AMENDMENTS TO CHAPTER 42 OF THE GENERAL ORDINANCES OF THE CITY  
OF ROCHESTER REGARDING ZONING AND DEVELOPMENT STANDARDS FOR  
DEVELOPMENT OF LANDS WITHIN THE DOWNTOWN COMMERCIAL ZONE  
DISTRICT**

**Whereas**, The City of Rochester received a Municipal Technical Assistance Grant from Plan NH and Community Block Grant funds through the U.S. Department of Housing and Urban Development; and,

**Whereas**, such funding enabled the analysis of regulatory barriers to private-sector investment in Rochester's downtown properties; and,

**Whereas**, this ordinance seeks to lessen regulatory barriers and encourage residential, commercial, and mixed-use development within the Downtown Commercial Zone District; and,

**Whereas**, text to be stricken from the Chapter appear as ~~text to be stricken~~; text to be added to Chapter 42 appears as text to be added; and, scrivener's notes appear as [notes]; and,

**Whereas**, this ordinance supports the public interest and safeguards the health and welfare of the residents and businesses of the City of Rochester.

**Therefore; THE CITY OF ROCHESTER ORDAINS:**

That Chapter 42 of the General Ordinances of the City of Rochester and currently before the Rochester City Council, be amended as follows:

**Amendment 1:** Section 42.2.b, which section describes terms used within the Chapter, is amended to add two definitions as follows:

no changes to definitions 1 through 189]

**190. Parking Facility, Commercial:** A Parking Lot or Parking Garage used as an independent business venture for the short-term parking of automobiles on an hourly, daily, weekly, or monthly basis for a fee.

**191. Parking Facility, Public:** A Parking Lot or Parking Garage, owned by a municipal or public entity, used for the short-term parking of automobiles on an hourly, daily, weekly, or monthly basis, and which may require permitting or usage fees.

[Permanent Foundation renumbered to 192 and remaining definitions renumbered accordingly]

Ordinance No. \_\_\_, 2018.

Page **1**

**Amendment 2:** Section 42.19.b.8, which section defines minimum lot size requirements for various areas within Rochester, is amended as follows:

8. Density Rings. The density rings are shown on the Official City of Rochester Zoning Map that is adopted as part of this Ordinance and only apply to multi-family dwellings/developments. The rings are defined as follows:

There is no minimum lot area per dwelling unit applicable within the Downtown Commercial (DC) Zone District. For areas outside of the DC Zone District, the minimum lot area per dwelling unit within a one (1) mile radius of the center of Rochester, shall be 5,000 square feet. The minimum lot are per dwelling unit outside of the one (1) mile radius of the center of Rochester, shall be 7,500 square feet.

The minimum lot area per dwelling unit within a one-half (½) mile radius of the center of Gonic and East Rochester, shall be 5,000 square feet. The minimum lot are per dwelling unit outside of the one-half (½) mile radius of the center of Gonic and East Rochester, shall be 7,500 square feet.

Any lot that is partially within the radius of a density ring shall be treated as if it were entirely within the radius of the density ring.

**Amendment 3:** Section 42.20.b.7, which section defines development standards for Lodging Facilities, is amended as follows:

7. ~~Lodging-Motel-Facility.~~ For a Lodging Facility, tThe minimum lot size shall be 30,000 square feet plus 1,000 square feet per unit. Minimum lot size for a Bed and Breakfast shall be the minimum lot size for a single-family home according to the applicable zone district. The minimum lot size for a Hotel in the Downtown Commercial (DC) Zone District shall be 7,500 square feet.

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**Amendment 4:** Section 42.20.b.11, which section defines standards for Multi-Family Dwellings/Development, is amended as follows:

11. Multifamily -Dwellings/Development. The- following- requirements- shall apply to multifamily dwellings/developments of 3 or more dwelling units:

- A. Buffers from Roads. Except for parcels within the Downtown Commercial (DC) Zone District, a 50--foot buffer shall be established from all neighboring roads, including roads from which access is taken. The Planning Board shall determine treatment of the buffer area, whether it is to be left undisturbed, to have supplemental plantings installed, to be designated part of the overall open space plan for the development, and/or to be part of an individual lot but protected from construction. No roofed structures may be erected in the buffer

Ordinance No. \_\_\_, 2018.

Page 2

area. This buffer shall not be required for parcels in the DC Zone District.

- B. Buffers from Single Family. Except for parcels within the Downtown Commercial (DC) Zone District, a 100-foot buffer shall be established adjacent to any existing single-family house or any vacant lots less than 3 acres that are zoned residential. This buffer shall not be required for parcels in the DC Zone District.
- C. Access. Any new multifamily development must take access from an existing collector or arterial road rather than an existing local road. The Planning Board may waive this requirement by conditional use upon a finding that it is preferable to take access from a local rather than a collector road and that taking access from the local road will have no significant adverse impact upon residents or property owners located on the local road.
- D. Commercial Districts. Within any commercial districts, multifamily is allowed only as a secondary use:
- i. it must be situated on the second floor or on higher floors of a commercial building or in a separate building behind the commercial building; and
  - ii. at no time may the area of the multifamily dwellings exceed 80% of the square footage of the on-site commercial space.
- E. Downtown Commercial District. Within the Downtown Commercial (DC) Zone District, multifamily is allowed with the following restrictions:
- i. Multifamily units are prohibited on the ground floor within parcels fronting any of the following Streets:
    - Union Street
    - North Main Street south of the North Main Street Bridge
    - South Main Street north of Columbus Avenue
    - Wakefield Street south of Columbus Avenue
    - Hanson Street
  - ii. Ancillary ground floor multifamily use, such as entryways, lobbies, utility areas and similar functional spaces shall be minimized to the extent practical. Remaining ground floor space within the first 50 feet of building depth shall be reserved for non-residential uses, as permitted in the DC Zone District. Applicants may apply for a Conditional Use Permit to locate these uses between 20 ft and 50 ft.
  - iii. DC Zone District parcels not fronting on the above-listed Streets may contain multifamily use and units on all floors without restriction.
- E.F. Sewer and Water. Any new multifamily dwellings/developments must connect to the City of Rochester's public sewer and water systems.

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Ordinance No. \_\_\_, 2018.

Page 3

**Amendment 5:** Section 42.20.b.14, which section defines development standards for Public Parking Facilities, is added as follows:

**14. Parking Facility, Public.** For a Public Parking Facility, the following standards shall apply:

- A. Sizing and capacity of the facility shall be based on current and forecasted use patterns and demand for publicly accessible parking.
- B. Frontages along a primary commercial street shall, to the extent practicable, incorporate commercial business as a means of minimizing extended expanses of blank walls.
- C. An operations plan shall define the basic functions of the facility including signage, offsite wayfinding, hours of operation, access and control points, payment systems, and lighting and landscape installation.
- D. Rate schedules shall be subject to establishment and change by the City of Rochester and shall not be required for approval or conditioned by the Notice of Decision.

[Small Wind Energy Systems renumbered to 15. Remaining items renumbered accordingly.]

**Amendment 6:** Section 42.21.d.7, which section defines conditional use standards for Lodging Facilities, is amended as follows:

7. ~~Lodging-Motel-Facility.~~ For a Lodging Facility, the minimum lot size shall be 30,000 square feet plus 1,000 square feet per unit. Minimum lot size for a Bed and Breakfast shall be the minimum lot size for a single-family home according to the applicable zone district. The minimum lot size for a Hotel in the Downtown Commercial (DC) Zone District shall be 7,500 square feet.

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**Amendment 7:** Section 42.21.d.10, which section defines conditional use standards for Parking Lots, is added as follows:

**10. Parking Lot.** For properties within the Downtown Commercial (DC) Zone District, Parking Lots shall be limited to twenty (20) parking spaces for any single tenant unless otherwise approved by the Planning Board pursuant to the standards below:

- A. The applicant demonstrates a unique commercial or market-based need for additional parking.
- B. There is a lack of publicly accessible parking in the immediate vicinity.
- C. Sharing parking with an adjacent use or property is impractical or not possible.

Ordinance No. \_\_\_, 2018.

Page 4

- D. Negative visual effects of a large parking lot are minimized to the extent practicable through site design, breaking-up large expanses of paving, shielding parking from direct public view, or placing parking to the side or behind buildings. Where possible, buildings in the DC District should front a primary street with parking placed to the side or rear.
- E. The Planning Board may impose operational parameters regarding signage, limiting access points, and may require specific lighting and landscaping installation.

**Amendment 8:** Section 42.21.d.11, which section defines conditional use standards for Commercial Parking Facilities, is added as follows:

- 11. Parking Facility, Commercial.** The Planning Board may approve a Commercial Parking Facility based on the following standards:
  - A. Sizing and capacity of the facility is based on current and forecasted use patterns and demand for publicly accessible parking.
  - B. Frontages along a primary commercial street, to the extent practicable, incorporate commercial business on the ground floor as a means of providing pedestrian interest and minimizing extended expanses of blank walls.
  - C. An acceptable operations plan defines the basic functions of the facility including signage, offsite wayfinding, hours of operation, access and control points, payment systems, and lighting and landscape installation.
  - D. Rate schedules and changes thereto shall remain the prerogative of the owner and shall not be required for approval or conditioned by the Notice of Decision.

[Porkchop Subdivision renumbered to item 12 and remaining items renumbered accordingly.]

**Amendment 9:** Article III, Section 10, of the City of Rochester Site Plan Regulations, which section defines the number, placement, and other stipulations for required parking, is amended as follows:

[following page]

## Chapter 42 Zoning

### **SECTION ANALYSIS**

42.1	General Provisions P. 1
42.2	Definitions P. 6
42.3	Administration P. 36
42.4	ZBA & Building Code Board of Approval P. 43 Residential Zoning
42.5	Districts P. 48
42.6	Commercial Zoning Districts P. 52
42.7	Industrial Zoning District P. 61
42.8	Granite Ridge Development P. 63
42.9	Special Zoning Districts P. 69
42.10	Aquifer Protection Overlay P. 70
42.11	Aviation Overlay District P. 71
42.12	Conservation Overlay District P. 75
42.13	Flood Hazard Overlay District P. 85
42.14	Historical Overlay District P. 93
42.15	Special Downtown Overlay District P. 113
42.16	Reserved P. 115
42.17	Reserved P. 116
42.18	Use Regulations P. 117
	<i>Table A: Residential Uses P. 202</i>
	<i>Table B: Sales – Service – Office – Institutional Uses P. 203</i>
	<i>Table C: Food – Lodging – Public Recreation Uses P. 204</i>
	<i>Table D: Industrial – Storage – Transport – Utility Uses P. 205</i>
	<i>Table E: Agricultural – Animal Care – Land Oriented Uses P. 206</i>
42.19	Dimensional Regulations P. 119
	<i>Table A: Dimensional Regulations – Residential Districts P. 207</i>
	<i>Table B: Dimensional Regulations – Commercial Districts P. 208</i>
	<i>Table C: Dimensional Regulations – Industrial Districts P. 209</i>
	<i>Table D: Dimensional Regulations – Special Districts P.210</i>
42.20	Standards for Specific Permitted Uses P. 123
42.21	Conditional Uses P. 137
42.22	Special Exceptions P. 144
42.23	Accessory Uses P. 154
42.24	Home Occupations P. 164
42.25	Reserved P. 168
42.26	Roads and Parking P. 169
42.27	Miscellaneous Provisions P. 172
42.28	Performance Standards P. 179
42.29	Signs P. 184
42.30	Nonconforming Property P. 188
42.31	Reserved P. 192
42.32	Reserved P. 193
42.33	Conservation Subdivisions P. 194

**Chapter 42 Comprehensive Zoning [1]**

*Adopted by the City Council: 4-22-14*

*Certified by the Codes and Ordinances Committee: 8-7-14*

**Amendments:**

[2] February 3, 2015, Chapter 42.2; 42.20; and 42.23

[3] June 16, 2015, Chapter 42.10

[4] June 16, 2015, Chapter 42.29

[5] July 7, 2015. Chapter 42.2; 42.20; and 42.27

[6] January 12, 2016 Chapter 42.6 Signage

[7] [date](#)

[TABLE 18-A RESIDENTIAL USES](#)

[TABLE 18-B SALES-SERVICE-OFFICE-INSTITUTIONAL USES](#)

[TABLE 18-C FOOD-LODGING-PUBLIC RECREATION USES](#)

[TABLE 18-D INDUSTRIAL-STORAGE-TRANSPORT-UTILITY USES](#)

[TABLE 19-B DIMENSIONAL STANDARDS - COMMERCIAL DISTRICTS](#)

Adopted by the City Council: 4-22-14  
 Certified by the Codes and Ordinances Committee: 8-7-14

**TABLE 18-A RESIDENTIAL USES 8/7/2014**

RESIDENTIAL USES	Residential Districts				Commercial Districts			Industrial Districts		Special		Criteria/Conditions
	R1	R2	AG	NMU	DC	OC	HC	GI	RI	HS	AS	Section Reference
Apartment, Accessory (accessory use)	E	P	P	P	P	P	P	-	-	-	-	Section 42.21 & 42.23
Apartment, Inlaw	P	P	P	P	P	P	P	-	-	-	-	
Apartment, Security	-	P	-	P	P	P	P	P	P	P	P	Sections 42.2 & 42.23
Assisted Living Facility	-	C	C	C	C	C	C	-	-	C	-	Section 42.21
Boarding House	-	-	-	-	E	-	-	-	-	-	-	
Community Residence - I	-	E	E	-	E	E	E	-	E	E	-	Section 42.22
Community Residence - II	-	-	E	-	-	E	-	-	E	E	-	Section 42.22
Conservation Subdivision	C	C	C	-	-	C	C	-	-	-	-	Sections 42.21 & 42.33I
Dwelling, Apartments (Apt/ Mixed Use Bldg)	-	-	-	P	P	C	P	-	-	-	-	Section 42.21
Dwelling, Multifamily Development	-	P	-	-	CP	-	P	-	-	-	-	Sections 42.20 & 42.22
Dwelling, Multifamily	-	P	-	-	CP	-	P	-	-	-	-	
Dwelling, Single Family	P	P	P	P	P <sub>-</sub>	P	P	-	-	P	-	
Dwelling, Three & Four Family	-	P	-	C	CP	C	P	-	-	-	-	Sections 42.21 & 42.33
Dwelling, Two Family	-	P	P	P	P <sub>-</sub>	P	P	-	-	-	-	Sections 42.21 & 42.33
Flag Lots	-	C	C		-	-	-	-	-	C	-	Section 42.21
Home Occupation - 1 (accessory use)	P	P	P	P	P	P	P	-	-	P	-	Section 42.24
Home Occupation - 2 (accessory use)	P	P	P	P	P	P	P	-	-	P	-	Sections 42.22 & 42.24
Home Occupation - 3 (accessory use)	-	E	E	P	P	P	P	-	-	E	-	Sections 42.22 & 42.24
Manufactured Housing Unit on own lot	-	-	P	-	-	-	-	-	-	-	-	Sections 42.20 & 42.21
Nursing Home	-	-	C	-	-	C	-	-	-	P	-	Sections 42.20 & 42.21
Outdoor Wood-Fired Hydronic Boiler	-	-	P	-	-	-	-	-	-	-	-	Section 42.20
Porkchop Subdivision	-	-	C	-	-	-	-	-	-	-	-	Section 42.21
Residential Facility	-	-	E	-	-	E	-	-	E	E	-	Section 42.22
Senior Housing	-	P	C	C	C	C	-	-	-	-	-	Section 42.21
Temporary Structure	P	P	P	P	P	P	P	P	P	P	P	Section 42.20
Zero Lot Line Development	C	C	C	-	-	C	C	-	-	-	-	Section 42.33

\*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

TABLE 18-B SALES-SERVICE-OFFICE-INSTITUTIONAL USES 8/7/2014

Adopted by the City Council: 4-22-14  
Certified by the Codes and Ordinances Committee: 8-7-14

SALES-SERVICE-OFFICE-INSTITUTIONAL USES	Residential Districts				Commercial Districts				Industrial Districts		Special		Criteria/Conditions Section Reference
	R1	R2	NMU	AG	DC	OC	GR	HC	GI	RI	HS	AS	
Adult Day Care Center	-	-	E	E	P	P	-	P	E	-	P	-	Section 42.22
Adult Day Care Home	-	E	E	E	P	P	-	P	-	-	P	-	Section 42.22
Adult Oriented Establishment	-	-	-	-	-	-	-	-	-	C	-	-	Section 42.22
Agricultural Building, Reuse of Existing	C	C	-	C	-	P	-	-	-	-	-	-	Section 42.22
Antique Shop	-	C	P	-	P	P	P	P	-	-	-	-	Section 42.21
Artist Studio	-	C	P	-	P	P	-	P	-	-	-	-	Section 42.21
Bank	-	-	C	-	P	P	P	P	-	-	-	-	Section 42.21
Convenience Store	-	C	P	-	P	E	P	P	-	-	-	-	Section 42.21
Day Care - 1 (Day Care Residence)	P	P	P	P	P	P	-	P	-	-	P	-	
Day Care - 2 (Day Care - Family)	-	E	P	E	P	P	-	P	-	-	P	-	Sections 42.20 & 42.21
Day Care - 3 (Day Care Center)	-	-	E	E	P	P	-	P	E	-	E	-	Section 42.22
Florist	-	-	P	-	P	-	P	P	-	-	-	-	
Funeral Home	-	-	C	-	P	P	-	P	-	-	P	-	
Gas Station	-	-	-	-	P	-	P	P	-	-	-	-	Sections 42.20 & 42.21
Grocery Store	-	-	-	-	P	-	P	P	-	-	-	-	
Hospital	-	-	-	-	P	P	-	P	-	-	P	-	
House of Worship	-	C	C	C	P	C	-	P	-	-	P	-	Section 42.21
Housing Unit Sales	-	-	-	-	-	-	-	P	P	-	-	-	
Laundry Establishment - 1	-	C	P	-	P	-	-	P	-	-	-	-	Section 42.21
Laundry Establishment - 2	-	-	P	-	P	-	-	P	-	-	-	-	
Library	-	C	P	C	P	P	-	P	-	-	-	-	Section 42.21
Marina	-	-	-	-	-	-	-	P	-	-	-	-	
Museum	-	C	P	C	P	P	P	P	-	-	-	-	Section 42.21
Office	-	-	P	-	P	P	P	P	P	P	-	-	
Office, Medical	-	-	C	-	P	P	P	P	C	-	P	P	Section 42.21
Office, Professional	-	-	P	-	P	P	P	P	P	-	-	-	
Personal Service Establishment	-	-	P	-	P	P	P	P	-	-	-	-	
Retail Sales (under 5,000 square feet)	-	-	P	-	P	E	P	P	-	-	-	-	
Retail Sales (5,000 - 30,000 square feet)	-	-	-	-	P	-	P	P	-	-	-	-	
Retail Sales (over 30,000 square feet)	-	-	-	-	-	-	P	P	-	-	-	-	
Retail Service	-	-	C	-	P	P	P	P	-	-	-	-	Section 42.21
School, K-12	C	C	C	C	C	P	-	C	-	-	-	-	Section 42.21
School, Other	-	C	C	C	P	P	-	P	C	-	-	-	Section 42.21
Second Hand Shop	-	C	P	-	P	P	-	P	-	-	-	-	Section 42.21
Service Establishment	-	-	C	-	C	-	P	C	P	-	-	-	Section 42.21
Shelter	-	-	-	-	E	E	-	P	E	E	E	-	
Small Wind Energy Systems	P	P	P	P	P	P	P	P	P	P	P	P	Section 42.20
Vehicle Sales, New	-	-	C	-	-	-	P	P	-	-	-	-	Sections 42.20 & 42.21
Vehicles Sales, Used	-	-	C	-	-	-	P	P	-	-	-	-	Section 42.20
Vehicle Service	-	-	-	-	P	-	P	P	P	-	-	-	
Yard Sale, Commercial	-	-	-	-	-	-	-	C	-	-	-	-	Sections 42.20 & 42.22

\*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

Adopted by the City Council: 4-22-14  
 Certified by the Codes and Ordinances Committee: 8-7-14

TABLE 18-C FOOD-LODGING-PUBLIC RECREATION USES 8/7/2014

FOOD-LODGING-PUBLIC RECREATION USES	Residential Districts				Commercial Districts				Industrial Districts		Special		Criteria/Conditions Section Reference
	R1	R2	NMU	AG	DC	OC	GR	HC	GI	RI	HS	AS	
Café	-	-	P	C	P	P	P	P	-	-	-	P	Section 42.21
Campground	-	-	-	E	-	-	-	-	-	E	-	-	Section 42.22
Caterer	-	-	P	-	P	P	-	P	P	P	-	-	
Club	-	-	C	-	P	P	-	P	-	-	-	-	Section 42.21
Community Center	-	-	P	-	P	P	P	P	-	-	-	-	
Conference Center	-	-	C	-	P	P	P	P	-	-	P	P	Section 42.21
Country Club	-	-	-	C	-	-	P	E	-	C	-	-	Section 42.21
Foodstand	-	-	E	-	E	E	P	E	E	E	E	E	Section 42.22
Function hall	-	-	-	-	P	P	P	P	-	-	-	-	
Golf Course	-	-	-	P	-	-	P	-	-	P	-	-	Section 42.22
Health Club	-	-	C	C	P	P	P	P	-	-	-	-	Section 42.21
Lodging, Bed and Breakfast	-	C	P	-	P	P	-	P	-	-	-	-	Section 42.21
Lodging, Hotel	-	-	C	-	P	C	P	P	-	-	C	C	Section 42.21
Lodging, Motel	-	-	-	-	-	-	P	P	-	-	-	C	Sections 42.20 & 42.21
Nightclub	-	-	-	-	EP	-	P	P	-	-	-	-	
Recreation, Indoor	-	-	C	-	CP	C	P	P	-	C	-	-	Section 42.21
Recreation, Outdoor	-	-	-	C	-	C	P	P	-	C	-	-	Section 42.21
Recreation, Park	P	P	P	P	P	P	-	P		C	-	-	Section 42.21
Restaurant	-	-	P	-	P	C	P	P	-	-	-	P	Section 42.21
Restaurant, Drive-through	-	-	-	-	P	-	P	P	-	-	-	-	
Tavern	-	-	C	-	P	-	P	P	-	-	-	P	Section 42.21
Theater/Cinema (30,000 s.f. or less)	-	-	P	-	P	P	P	P	-	-	-	-	Section 42.21
Theater/Cinema (over 30,000 s.f.)	-	-	-	-	-	-	P	P		-	-	-	Section 42.21

\*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

Adopted by the City Council: 4-22-14  
 Certified by the Codes and Ordinances Committee: 8-7-14

TABLE 18-D INDUSTRIAL-STORAGE-TRANSPORT-UTILITY USES 8/7/2014

INDUSTRIAL-STORAGE-TRANSPORT-UTILITY-USES	Residential Districts				Commercial Districts				Industrial Districts		Special		Criteria/Conditions
	R1	R2	NMU	AG	DC	OC	GR	HC	GI	RI	HS	AS	Section Reference
Airport	-	-	-	E	-	-	-	-	-	-	-	P	Section 42.21
Contractor's Storage Yard	-	-	-	E	-	-	-	E	P	P	-	-	Sections 42.20 & 42.22
Distribution Center	-	-	-	-	-	-	P	C	P	-	-	-	Section 42.21
Emergency Services Facility	-	-	-	-	C	C	-	C	C	-	P	-	Section 42.21
Fuel Storage	-	-	-	-	-	-	P	E	E	-	-	-	Section 42.21
Helipad (accessory use)	-	-	-	E	-	E	P	E	P	P	P	P	Section 42.21
Industry, Heavy	-	-	-	-	-	-	P	E	P	E	-	-	Section 42.21
Industry, Light	-	-	-	-	-C	-	P	P	P	-	-	-	Section 42.21
Industry, Recycling	-	-	-	-	-	-	-	-	-	P	-	-	Sections 42.20 & 42.22
Junkyard	-	-	-	-	-	-	-	E	E	P	-	-	Sections 42.20 & 42.22
Laundry Establishment - 3	-	-	-	-	-	-	-	P	P	-	-	-	Sections 42.20 & 42.21
Mini-Warehouse	-	-	-	-	-	-	P	C	P	-	-	-	Sections 42.20 & 42.21
Monument Production	-	-	C	-	-	C	-	P	P	P	-	-	Section 42.21
Parking Lot	-	C	C	C	C	C	-	P	C	P	C	P	Section 42.21
Public Parking Facility					P								
Commercial Parking Facility					C								
Printing Facility	-	-	C	-	-	P	P	P	P	-	-	-	
Recycling Facility	-	-	-	-	-	-	-	E	E	P	-	-	Sections 42.20 & 42.22
Research and Development	-	-	-	-	E	P	P	P	P	-	-	-	Section 42.21
Sawmill	-	-	-	-	-	-	-	-	E	-	-	-	Section 42.21
Sawmill, Temporary (accessory use)	-	-	-	P	-	P	-	P	P	P	-	P	Section 42.21
Solid Waste Facility	-	-	-	-	-	-	-	-	-	P	-	-	Sections 42.20 & 42.22
Tank Farm	-	-	-	-	-	-	P	C	P	-	-	-	
Trade Shop	-	-	C	-	C	C	P	P	P	P	-	-	Section 42.21
Transportation Service	-	-	C	-	C	-	P	P	C	C	-	-	Section 42.21
Truck Terminal	-	-	-	-	-	-	P	-	C	C	-	-	Section 42.21
Utility - Substation	E	E	E	E	E	C	E	P	P	P	E	E	Section 42.21
Utility - power generation	-	-	-	-	E	-	E	-	E	E	-	-	Section 42.21
Warehouse	-	-	C	-	C	C	P	P	P	C	-	C	Sections 42.20, 42.21 & 42.23
Wireless Communications Facility	-	-	-	E	E	E	P	E	P	P	E	E	Sections 42.20 & 42.22

\*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

Adopted by the City Council: 4-22-14  
 Certified by the Codes and Ordinances Committee: 8-7-14

TABLE 18-E AGRICULTURE-ANIMAL CARE-LAND ORIENTED USES 8/7/2014

AGRICULTURE-ANIMAL CARE-LAND ORIENTED USES	Residential Districts				Commercial Districts				Industrial Districts		Special		Criteria/Conditions
	R1	R2	NMU	AG	DC	OC	GR	HC	GI	RI	HS	AS	Section Reference
Cemetery	-	-	-	E	-	E	-	-	-	-	P	-	Section 42.22
Earth, Sand and Gravel Excavation/Processing	-	-	-	E	-	E	E	C	-	E	-	-	Sections 42.20 & 42.22
Fair	-	-	-	-	-	-	-	-	-	-	-	-	Section 42.2
Farm	E	-	-	P	-	E	-	E	-	E	-	E	Sections 42.20 & 42.22
Farm, Crops	E	E	-	P	-	P	-	P	P	P	-	P	Sections 42.20 & 42.22
Farmer's Market (temporary)	-	-	P	-	P	P	P	P	P	P	P	P	Section 42.2
Kennel (commercial)	-	-	-	E	-	E	-	E	E	E	-	-	Section 42.22
Kennel (private)	-	-	-	E	-	-	-	-	-	-	-	-	Section 42.22
Landscaping Materials	-	-	-	C	C	-	-	C	P	C	-	-	
Plant Nursery	-	-	C	P	C	P	P	P	-	P	-	-	
Roadside Farm Stand	-	-	C	P	P	P	E	E	-	E	-	-	Section 42.22
Stable, Commercial	-	-	-	P	-	E	-	E		P	-	-	Sections 42.20 & 42.22
Veterinary Clinic	-	-	C	E	-	P	P	P	C	P	-	-	Sections 42.20 & 42.22

\*LEGEND. P = Permitted Use, C = Conditional Use, E = Use Allowed by Special Exception

Adopted by the City Council: 4-22-14  
 Certified by the Codes and Ordinances Committee: 8-7-14

TABLE 19-A DIMENSIONAL STANDARDS - RESIDENTIAL DISTRICTS 8/7/2014

RESIDENTIAL DISTRICTS	LOTS			SETBACKS				OTHER					STANDARDS, NOTES, AND REFERENCES	
	Minimum Lot Area (Square feet)	Minimum Frontage (Feet)	Minimum Lot Area/Dwelling Unit (Sq Ft)	Minimum Front (Feet)	Maximum Front (Feet)	Minimum Side (Feet)	Minimum Rear (Feet)	Maximum building footprint (%)	Maximum Lot Coverage (%)	Maximum number of stories	Minimum Building Height (Feet)	Maximum Building Height (Feet)	A "- " means there is no dimensional standard for this item.	
RESIDENTIAL-1 (R1)														
Single family	10,000	100	-	10		10	20	30	35			35	See Section 42.19 - Dimensional Standards	
All other uses	10,000	100	-	10		10	20	30	35			35		
RESIDENTIAL-2 (R2)														
Single family	6,000	60	-	10		8	20	30	35			35	See Section 42.19 - Dimensional Standards	
Two family	9,000	80	-	10		8	20	30	45			35	See Section 42.19 - Dimensional Standards	
Three & four family	12,000 & 15,000	80	-	15		10	25	30	60			35	See Section 42.19 - Dimensional Standards	
Multifamily	30,000	100	5000 or 7500	15		10	25	30	60			35	See Section 42.19 - Dimensional Standards	
All other uses	9,000	80	-	10		8	20	30	35			35		
NEIGHBORHOOD MIXED USE (NMU)														
All uses	6,000	60	- <sup>2</sup>	-	25	5 <sup>1</sup>	20		90	3	20	20	See Section 42.19 - Dimensional Standards	
AGRICULTURAL														
Single Family, Conventional Subdivision, municipal water & sewer	20,000	150	-	20		10	20	30	35			35	See Section 42.19 - Dimensional Standards	
Single Family, Conventional Subdivision, municipal water OR sewer	30,000	150	-	20		10	20	30	35			35	See Section 42.19 - Dimensional Standards	
Single Family, Conventional Subdivision, neither municipal water nor sewer	45,000	150	-	20		10	20	30	35			35	See Section 42.19 - Dimensional Standards	
Two Family	150% of single	150	-	20		10	20	30	40			-	See Section 42.19 - Dimensional Standards	
Single Family Dwelling - Conservation Subdivision	6,000	60	-	20		10	20		35			35	See Section 42.33 - Conservation Subdivisions	
All other uses	45,000	150	5000 or 7500	20		10	20		40			35		

Adopted by the City Council: 4-22-14  
 Certified by the Codes and Ordinances Committee: 8-7-14

TABLE 19-B DIMENSIONAL STANDARDS - COMMERCIAL DISTRICTS 8/7/2014

COMMERCIAL ZONING DISTRICTS	Lots				Setbacks				Standards				Notes, and References
	Minimum Lot Area (Square feet)	Minimum Frontage (feet)	Minimum Lot Area/ Dwelling Unit (Square feet)	Maximum Lot Coverage (%)	Minimum Front (Feet)	Maximum Front (Feet)	Minimum Side (Feet)	Minimum Rear (Feet)	Maximum Number of Stories	Minimum Number of Stories	Maximum Height (Feet)	Minimum Height (Feet)	
<b>DOWNTOWN COMMERCIAL (DC)</b>													
All Uses	4,000	40	500	-	10	40	10 <sup>1</sup>	15	5	2	-	20	See Section 42.19(B)(8) Density Rings
<b>OFFICE COMMERCIAL</b>													
All Uses	10,000	80	5000 <sup>2</sup>	75	10	-	10 <sup>1</sup>	25	3	-	-	-	See Section 42.19 - Dimensional Standards
<b>HIGHWAY COMMERCIAL</b>													
All Uses	20,000	100	5000/7500 <sup>2</sup>	85	20	-	10 <sup>1</sup>	25	3	-	-	-	See Section 42.19 - Dimensional Standards and 42.19(B) (8) Density Rings
<b>GRANITE RIDGE</b>													
All Uses	-	50	-	-	-	-	-	-	-	-	-	-	

Note 1: For lots that adjoin a residential district, the side setback on the side adjoining the residential district shall be the larger of the required side setback in the subject commercial zone or the adjoining residential zone.  
 Note 2: For lots without both water and sewer, 10,000 square feet of lot area is required per additional dwelling unit beyond one.

Note 3: For lots without City sewer, the New Hampshire Division of Environmental Services (NHDES) requires minimum lot sizes which may be larger than those shown here.

Note 4: See Setbacks for DTC Zone Section 42.6 C.3 B.1

**Commented [MM1]:** Commercial see Section 42.6 C 3 B  
 i  
 Add to refer to note 4

Adopted by the City Council: 4-22-14  
 Certified by the Codes and Ordinances Committee: 8-7-14

**TABLE 19-C DIMENSIONAL STANDARDS - INDUSTRIAL DISTRICTS 8/7/2014**

INDUSTRIAL DISTRICTS	Lots			Setbacks			Height	Standards, Notes, and References
	Minimum Lot Area (Square Feet)	Minimum Frontage (Feet)	Maximum Lot Coverage (%)	Minimum Front (Feet)	Minimum Side (Feet)	Minimum Rear (Feet)	Maximum Height (Feet)	
GENERAL INDUSTRIAL (GI)								
See Below								See Section 42.19 - Dimensional Standards
RECYCLING INDUSTRIAL (RI)								
See Below								See Section 42.19 - Dimensional Standards
For GI and RI DISTRICTS								
All uses with <b>no</b> water or sewer	40,000	100	75	25	20 <sup>1</sup>	25	55	
All uses with water <b>or</b> sewer	30,000	100	75	25	20 <sup>1</sup>	25	55	
All uses with water <b>and</b> sewer	20,000	100	75	25	20 <sup>1</sup>	25	55	

Adopted by the City Council: 4-22-14  
 Certified by the Codes and Ordinances Committee: 8-7-14

**TABLE 19-D DIMENSIONAL STANDARDS - SPECIAL DISTRICTS 8/7/2014**

SPECIAL DISTRICTS	Lots			Setbacks		Standards, Notes, and References
	Minimum Lot Area (Square feet)	Minimum Frontage (Feet)	Maximum Lot Coverage (%)	Minimum to any Street	Minimum to any Lot Line	
A " - " means there is no dimensional standard for this item.						
HOSPITAL SPECIAL (HS)						
All uses (other than single family)	<u>none</u>	<u>none</u>	85	none	side-10 rear-25	
Single family	<u>none</u>	<u>none</u>	-	none	side-10 rear-25	
AIRPORT SPECIAL (AS)						
All uses	none	none	none	35	50	See Aviation Overlay District (AOD)

City of Rochester Downtown Density Update

Summary of Recommendations

Report Section	Topic	Report Recommendation	Code Section
2.04 Chapter 42	Density & Uses Process	<ul style="list-style-type: none"><li>•To promote 4 and 5 story mixed-use buildings, eliminate the “density limit.”</li></ul>	<ul style="list-style-type: none"><li>•Table 19B</li><li>•42.19.b.8</li></ul>
2.05 Chapter 42		<ul style="list-style-type: none"><li>•Eliminate single-family and duplex uses as a permitted use in the DC. Explore options for legalizing existing uses.</li></ul>	<ul style="list-style-type: none"><li>•Tables 18A-D</li><li>•42.22.a.8</li></ul>
2.05 Chapter 42		<ul style="list-style-type: none"><li>•Allow multi-family use (as a single use of the property) as a permitted use on DC properties which do not front a major commercial street.</li><li>•Define/depict applicable street frontages.</li></ul>	<ul style="list-style-type: none"><li>•42.20.b.11</li></ul>
2.05 Chapter 42		<ul style="list-style-type: none"><li>•To promote a hotel downtown, lower the lot size requirement and eliminate the parking requirement for a hotel fronting a major commercial street.</li><li>•Define/depict applicable street frontages.</li></ul>	<ul style="list-style-type: none"><li>•42.20.b.7</li><li>•42.21.d.7</li></ul>

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City Clerk's Office

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03/14/2019

**City of Rochester Formal Council Meeting****AGENDA BILL****NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.****AGENDA SUBJECT**

Amend Various Zoning Ordinance Chapters regarding zoning and development standards for development of lands within the Downtown Commercial Zone District.

COUNCIL ACTION ITEM ☒  
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☐ NO ☒  
\* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☐ NO ☒

AGENDA DATE	January 8, 2019		
DEPT. HEAD SIGNATURE			
DATE SUBMITTED	December 31, 2018		
ATTACHMENTS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	15

**COMMITTEE SIGN-OFF**

COMMITTEE	Planning Board
CHAIR PERSON	Nel Sylvain

**DEPARTMENT APPROVALS**

DEPUTY CITY MANAGER	
CITY MANAGER	

**FINANCE & BUDGET INFORMATION**

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	
ACCOUNT NUMBER	
AMOUNT	
APPROPRIATION REQUIRED	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

**LEGAL AUTHORITY**

City Council

**SUMMARY STATEMENT**

The Municipal Technical Assistance Grant grant award of \$10,000, made through Plan NH's Municipal Technical Assistance Grant program, has funded consultant BendonAdams to study the impact of the City of Rochester's current zoning ordinances on downtown development and how the current ordinances can be revised to increase density and assist with downtown redevelopment in the downtown.

Several recommended ordinance changes are proposed as a result of this study, public outreach, and Planning Board comment.

Please refer to the attached supporting documents and proposed amendments.

The Planning Board unanimously supports this proposed language.

42.2 (b); 42.19 (b) 8; 42.20(b) 7; 42.20 (b) 11; 42.20 (b) 14; 42.21 (d) 7; 42.21 (d) 10; 42.21 (d) 11

**RECOMMENDED ACTION**

Support and adopt the amended language.

***February Department Reports:***

- 8.1 Assessor's Office P. 43**
- 8.2 Building, Zoning, and Licensing Services P. 45**
- 8.3 City Clerk's Office P. 53**
- 8.4 Department of Public Works P. 57**
- 8.5 Economic & Community Development P. 65**
- 8.6 Finance Office P. 87**
- 8.7 Planning & Development Department P. 89**
- 8.8 Recreation & Arena P. 93**
- 8.9 Rochester Fire Department P. 95**
- 8.10 Rochester Police Department P. 99**
- 8.11 Rochester Public Library P. 119**
- 8.12 Tax Collector's Office P. 121**
- 8.13 Welfare Department P. 123**

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City Clerk's Office

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## City of Rochester, New Hampshire

### Assessor's Office

19 Wakefield Street

Rochester, New Hampshire 03867-1915

(603) 332-5109

Email: [assessor@rochester.net](mailto:assessor@rochester.net)

Web Site: [www.rochesternh.net](http://www.rochesternh.net)

March 12, 2019

To: City Manager/Council

From: Theresa Hervey, Assessing

### Subject: February Council Report

#### Revenue Received/Collection Warrants issued:

Property Records, Maps, & Copies	\$	31.50
Added List Warrant	\$	

- To date, the Assessing Office has received a total of 23 tax year 2018 property abatement applications.
- The Field Assessors continue permit and sale related inspections.
- Subdivisions, Lot Line Revisions, Lot Combinations and other map changes to properties that were approved after April 1, 2018 are now being entered in the Patriot CAMA system for the 2019 Tax Year.
- The office continues to receive renewal and new Elderly & Disabled, Religious, Charitable, Educational and RSA 75:11 Exemption applications.
- The office continues to accept and approve Veterans' Credit applications.
- Jonathan Rice attended two continuing education courses.

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City Clerk's Office

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# End of Month Council Report

03/14/2019

To the Honorable Mayor and City Council of the City of Rochester, the following is a summary of the revenue collected and the activities performed by the Department of Building, Zoning and Licensing Services for the month of February 2019 with the fiscal Year to Date

The following data is subject to adjustment & revision pending further review and analysis as well as year-end closing adjustments.

## Department Revenue

Permit Type	February 2019	Year to Date
Building Permits	\$11,448.00	\$241,008.90
Electrical Permits	\$1,191.00	\$22,378.00
Gas Permits	\$0.00	\$0.00
Plumbing Permits	\$273.00	\$12,691.80
Zoning Permits	\$438.00	\$2,676.60
FireSuppression Permits	\$0.00	\$0.00
FireAlarm Permits	\$82.00	\$753.00
Sprinkler Permits	\$1,399.00	\$3,865.00
Mechanical Permits	\$1,080.00	\$23,174.20
Food_Milk Licenses	\$300.00	\$5,885.00
Taxi Licenses	\$10.00	\$600.00
General Licenses	\$850.00	\$4,180.00
<b>Net Revenue</b>	<b>\$17,071.00</b>	<b>\$317,212.50</b>

# End of Month Council Report

03/14/2019

## Building Permit Detail

New Permits		February 2019		Fiscal Year to Date	
Permit Type	Permit For	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Building Permits	Addition - Non-Residential	2	\$125,000.00	4	\$429,626.00
	Addition - Residential	0	\$0.00	10	\$245,000.00
	Alteration - Residential	1	\$10,000.00	45	\$560,261.53
	Alterations- Non Residential	0	\$0.00	19	\$1,387,159.49
	Apartment	0	\$0.00	2	\$3,902,533.00
	Barn	0	\$0.00	0	\$0.00
	Building - Non-Residential	0	\$0.00	9	\$6,692,824.00
	Condo	6	\$5,500.00	9	\$8,300.00
	Deck	1	\$10,000.00	28	\$131,043.00
	Demolition	2	\$1,001.00	19	\$120,619.00
	Fence	2	\$8,128.00	21	\$78,761.83
	Footing/ Foundation	6	\$55,000.00	50	\$1,050,734.00
	Garage	0	\$0.00	23	\$449,650.00
	Manufactured Home	0	\$0.00	24	\$1,712,960.00
	New Home	3	\$374,000.00	31	\$4,742,830.00
	Other	1	\$5,000.00	16	\$516,008.00
	Pool - Above Ground	0	\$0.00	7	\$27,700.00
	Pool - In Ground	0	\$0.00	1	\$27,500.00
	Repair/Replace - Non-Residential	0	\$0.00	3	\$73,800.00
	Repair/Replace - Residential	0	\$0.00	33	\$455,624.00
	Roofing	5	\$40,458.00	102	\$971,797.20
	Shed	0	\$0.00	33	\$98,145.60
	Siding	0	\$0.00	9	\$86,959.00
	Sign	4	\$10,178.50	32	\$118,671.50
	Windows	5	\$106,268.06	30	\$256,927.06
Electrical Permits	Electrical Underground	0	\$0.00	6	\$9,500.00
	Generator	1	\$10,335.00	25	\$169,880.00
	Meters	0	\$0.00	4	\$11,700.00
	Service	7	\$5,600.00	78	\$121,762.25
	Solar Electric System	0	\$0.00	5	\$40,448.00
	Temp Service	1	\$1,500.00	1	\$1,500.00
	Wiring	13	\$63,190.00	210	\$3,656,028.96

# End of Month Council Report

03/14/2019

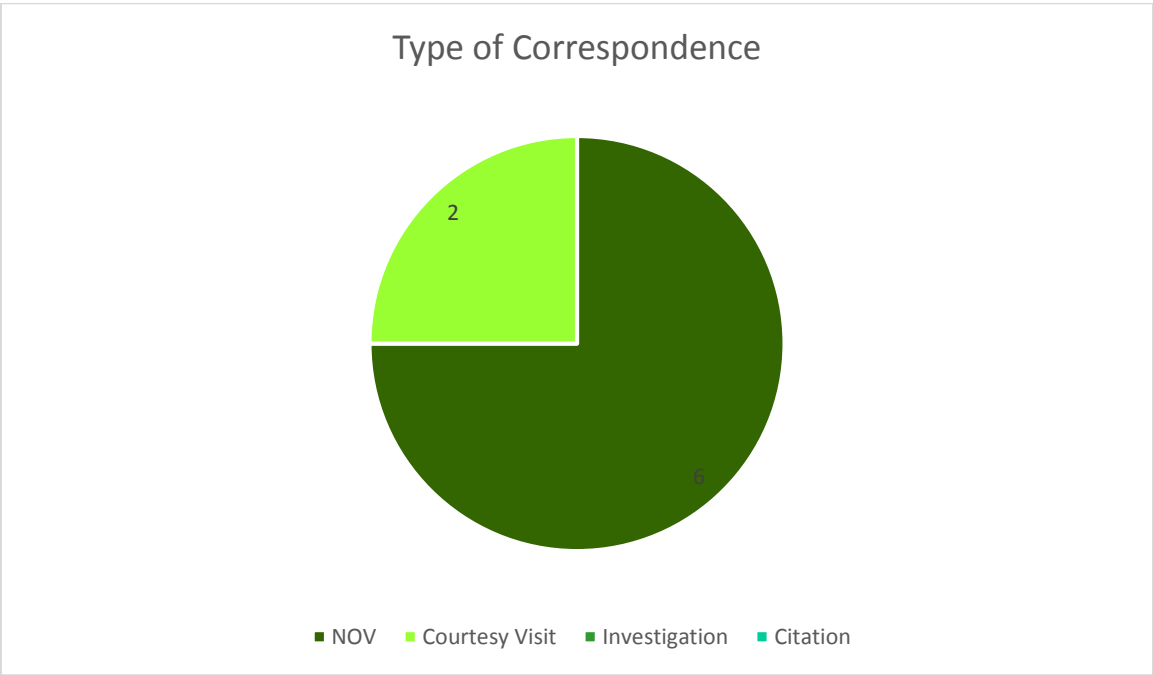
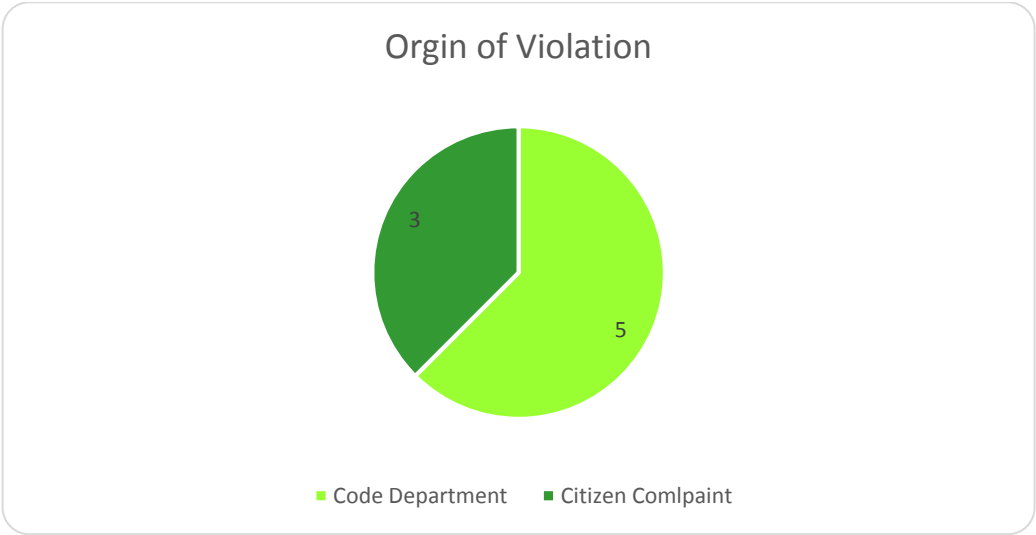
FireAlarm Permits	Fire Alarm Permit	0	\$0.00	1	\$8,000.00
FireSuppression Permits	Fixed Fire Suppression System	0	\$0.00	0	\$0.00
Mechanical Permits	Air Conditioning	0	\$0.00	16	\$1,110,482.00
	Furnace/Boiler	4	\$26,700.00	108	\$957,400.00
	Gas Line	1	\$600.00	25	\$25,600.00
	Gas Piping	5	\$18,900.00	50	\$79,263.00
	Heating	8	\$15,565.00	58	\$1,503,223.00
	Hot Water Heater	1	\$2,500.00	11	\$24,000.00
	Mechanical Underground	0	\$0.00	1	\$1,000.00
	Other	0	\$0.00	3	\$181,202.00
	Pressure Testing	1	\$200.00	15	\$5,750.00
	Propane Tank	5	\$2,500.00	101	\$72,687.00
	Sheet Metal Work	0	\$0.00	0	\$0.00
	Tank Installation	2	\$1,450.00	23	\$33,102.00
	Ventilation	0	\$0.00	5	\$21,740.00
Plumbing Permits	Plumbing	3	\$7,637.00	130	\$1,438,544.00
	Water Heater	2	\$1,034.00	19	\$24,763.00
Sprinkler Permits	Fire Sprinkler Systems	0	\$0.00	0	\$0.00
	<b>Total Permit Issued</b>	<b>92</b>	<b>\$908,244.56</b>	<b>1455</b>	<b>\$33,643,009.42</b>

# February 2019 Code Compliance

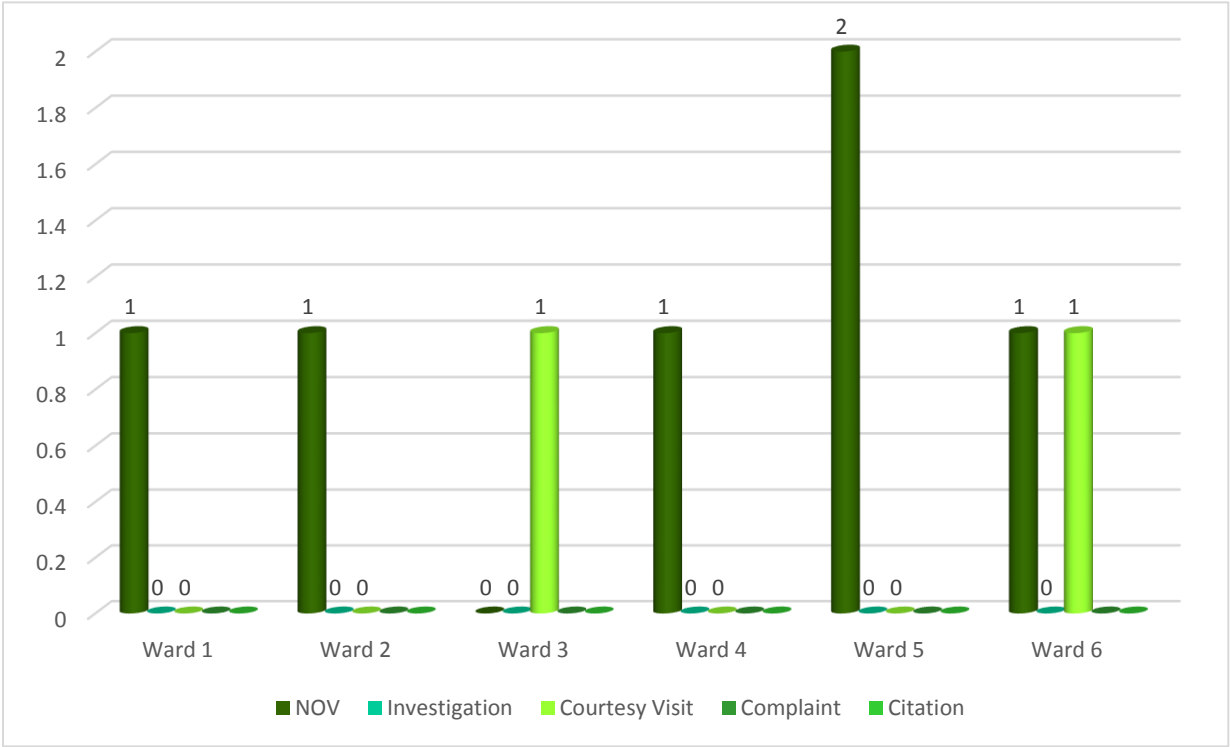
## Monthly Report

For the month of February, Code Compliance dealt with 8 properties with a total of 10 documented compliance or zoning issues. All property owners in these cases have been notified and received Notice of Violations, Citations or Courtesy Visits asking for them to bring their property into compliance. Of these 8 properties, 5 of them have been brought into compliance with 3 still pending. The one property with a pending issue from January has been closed and brought into compliance.





Breakdown by Ward's



Respectfully Submitted,

Joseph Devine

Compliance Officer



# City of Rochester, New Hampshire

## Department of Building, Zoning & Licensing Services

### ZONING MONTHLY REPORT - FEBRUARY 2019

#### *Continued Applications:*

**2018-10** Corey & Gary MacKoul applicants, for a Variance to permit a mixed use dwelling, to include one professional office, and one personal service establishment according to Article 42.18, Table 18-A.  
**Location:** 147 Wakefield St. Rochester, NH 03867, 0113-0055-0000, in the R2 Zone.

*The variance was denied.*

#### *New Cases:*

**2019-01** Joseph & Maureen Lefebvre applicants, for a *Variance* to permit building a 22' x 28' attached garage that encroaches on the side setback requirement for the R1 Zone according to Article 42, Table 19-A.

**Location:** 69 Salmon Falls Rd. Rochester, NH 03868, 0210-0083-0000, in the R1 Zone.

*The variance was denied.*

**2019-02** Barbara Barney applicant, for a *Variance* to permit an addition to be built that encroached on the side setback requirement for the R1 Zone according to Article 42, Table 19-A.

**Location:** 20 Park St. Rochester, NH 03867, 0116-0116-0000 in the R1 Zone.

*The variance was approved.*

**2019-03** Dorothy Thone applicant, for a *Variance* to permit a barn (accessory use) as the primary use on its own lot according to Article 42, Section 23.A.2.A.

**Location:** 92 Chesley Hill Rd. Rochester, NH 03867, 0246-0024-0000, in the R1 Zone.

*The variance was approved.*

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City Clerk's Office

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City Clerk's Office  
 City Hall - First Floor  
 31 Wakefield Street, Room 105  
 ROCHESTER, NEW HAMPSHIRE 03867-1917  
 (603) 332-2130 - Fax (603) 509-1915  
 Web Site: <http://www.rochesternh.net>



## City Clerk's Report February 2019

### Vital Statistics

As reported in the revenue chart below, the City Clerk's staff issued 282 initial copies of vital records, and 220 subsequent copies of vital records in the month of February. The City Clerk's staff issued 10 Marriage Licenses.

The New Hampshire Division of Vital Records Administration generated the following report of statistics for the City of Rochester:

- 17 births were reported in Rochester during the month of February, 9 of these children were born to Rochester residents.
- 33 resident deaths were reported in Rochester.
- 6 couples celebrated their wedding ceremonies in Rochester during the month of February.

### Revenue – Vital Records/Marriage Licenses

	2018		2019	
	State	City	State	City
Initial/Subsequent copies:	\$3,050	\$2,810	\$3,360	\$3,074
Marriage Licenses:	\$387	\$63	\$430	\$70
<b>Total:</b>	<b>\$3,437</b>	<b>\$2,873</b>	<b>\$3,790</b>	<b>\$3,144</b>

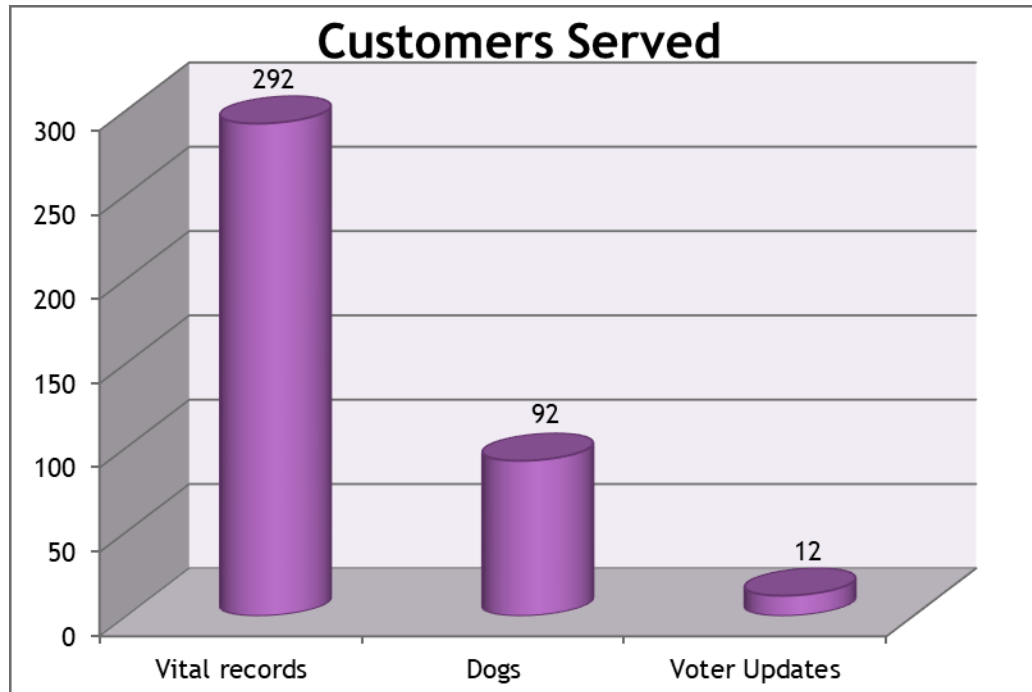
### Dog Licensing

The City Clerk's office licensed 92 dogs during the month of February. There were no Civil Forfeiture fees collected.

The City Clerk's Office is excited to announce that our new Dog Licensing system is up and running! The dog tags for FY2019 have arrived and we are able to issue licenses through ClerkWorks immediately. The online dog licensing system has opened as well for all residents unable to license their dog in person.

All Rochester residents owning dogs are required to have their dog updated on rabies vaccination and have their dog licensed with the City by April 30, 2019. The City of Rochester Animal Control officer, in conjunction with Rochester Veterinary Clinic, will host two rabies clinics in the spring of 2019. There will be one clinic in April and one in May, both taking place at the 4-H Building of the Rochester Fairgrounds. City Clerk staff will be available at the clinics to license vaccinated dogs. Dates of both clinics to be announced in the upcoming month.

**Customers Served during the month of February 2019**



**Voter registration summary by party as of February 28, 2019:**

Ward	Democrats	Libertarians	Republicans	Undeclared	Totals
1	1,060	0	1,159	1,482	3,701
2	977	0	1,113	1,675	3,765
3	1,035	0	1,214	1,414	3,663
4	854	0	799	1,695	3,348
5	950	0	1,128	1,468	3,546
6	1,021	0	826	1,293	3,140
<b>Totals:</b>	<b>5,897</b>	<b>0</b>	<b>6,239</b>	<b>9,027</b>	<b>21,163</b>

**Elections**

City Clerk Kelly Walters and Deputy City Clerk Cassie Givara attended a demonstration of Ballot Counting Devices on February 15, 2019. The Demonstration was hosted by the Secretary of State in Concord. Four vendors showcased their ballot counting devices which could potentially be considered as replacements for the AccuVote machines which are currently used throughout the state. The AccuVote system is no longer manufactured, and although the machines in Rochester are still in good working order, the systems are aging.

In order for Rochester to consider using any new ballot counting devices, the device would need to be approved by the New Hampshire Ballot Law Commission and pass through the state Legislature for approval.

Respectfully submitted,

Cassie Givara  
Deputy City Clerk

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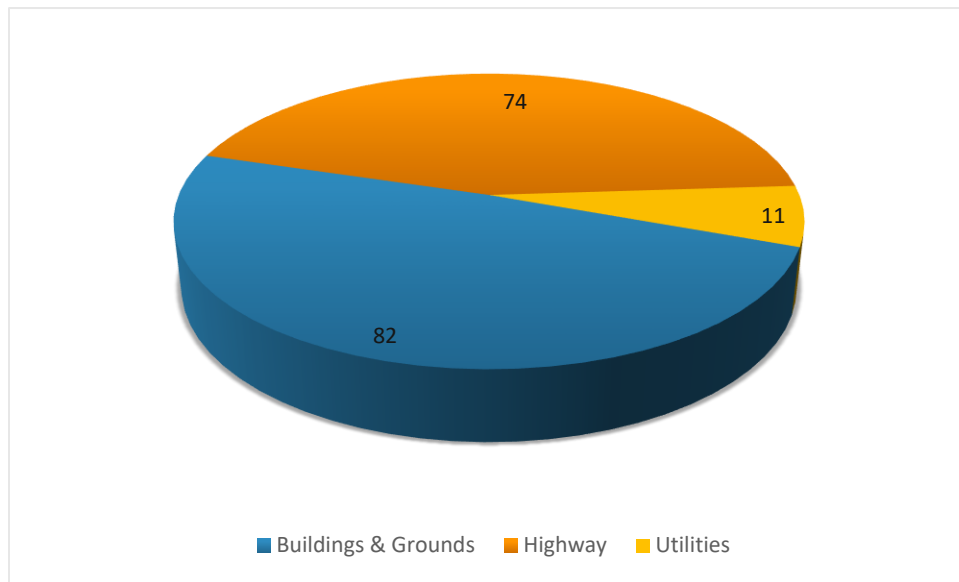
City Clerk's Office

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## ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT FEBRUARY 2019

The Department of Public Works responded to approximately 167 requests for service in the month of December, in addition to their other scheduled tasks and responsibilities. The Highway Division had 74 requests that ranged from potholes to clogged culverts. The Utilities Division responded to 11 requests that included concerns about possible sewer backups to water pressure concerns and other miscellaneous concerns. Buildings and Grounds Department completed 82 service requests during the month of February. Service requests included plumbing repairs, electrical repairs, and painting.



### FEBRUARY SERVICE REQUESTS

#### HIGHWAY & FLEET MAINTENANCE WORK COMPLETED:

- Patched pot holes
- Repaired 2 catch basins.
- Cleaned catch basins.
- Hauled snow piles.
- Cleaned sidewalks.
- Performed mail box and sign repair.
- Pushed up snow dumps.
- Changed plow and wing blades on 8 trucks.
- Plowed and treated in 9 snow and ice events. (13" of snow, sleet and ice)
- Removed 4,763 yards of snow.
- Repaired and install street signs.
- Replaced fuel filters and fuel sensor on one ton truck #35.
- Replaced alternator on sidewalk tractor #7
- Replaced starter, repaired sander door crank and strobe lights on six wheel dump #6.
- Replaced hydraulic cooler #27 Grader.
- Replaced and repaired Sander shoot on ten wheel dump #9
- Performed Service on #38 loader.

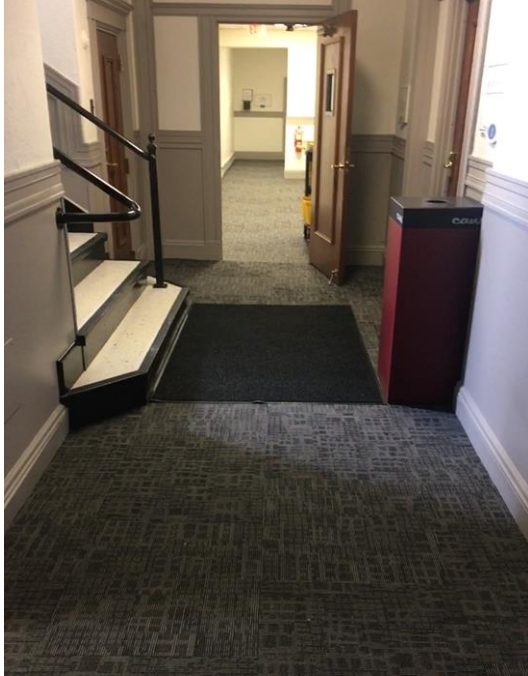
- Repaired wing bracket on six wheel dumps #15 and #54
- Replaced rear spring on six wheel dump #19
- Repaired hydraulic lift lines in the shop.
- Replaced plow springs and repack plow pistons on one ton dump #24
- Replaced sander bearings on ten wheel dump #12
- Replaced torsion spindle on the bombardier.
- Replaced front wing slide truck #16
- Replaced lower wing pole spring on truck #18
- Repaired air tanks on ten wheel dump #72
- Lube, oil and filter service on 3 vehicles.

#### **UTILITIES DIVISION WORK COMPLETED:**

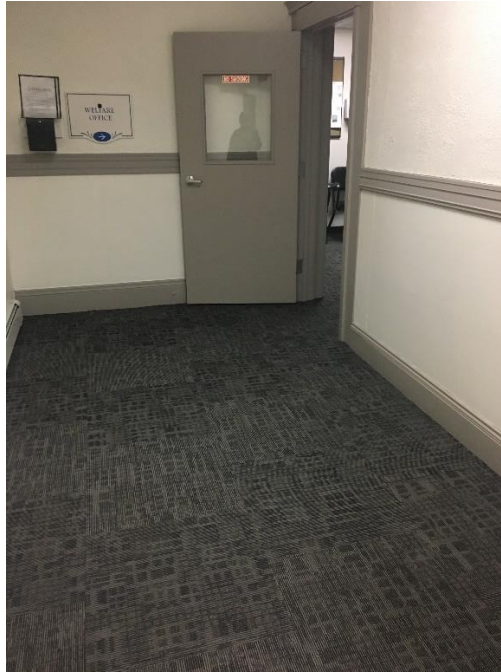
Staff performed daily utility mark-outs in response to “Dig Safe” requests city wide. Utility Division performed monthly maintenance on problematic sewer runs and the city’s sewer siphons. We responded to three sewer back-ups; two were city main problems and one was a private service issue. Staff performed smoke testing on the Maple Street Sewer Main and successfully uncovered pipe breaks and leaks along internal plumbing inside of the Magnet School Facility. Snow was removed from hydrants located city wide to maintain clear access for fire suppression. One hydrant was repaired following a vehicular collision on Salmon Falls Road. Unmarked hydrants received new hydrant flags. Meter Technicians replaced three residential water meters at property owners expense due to freezing. One new meter and MXU was installed. Ten services were scheduled shut-off and turn-on’s to accommodate private plumbing repairs and there were several nonpayment turn offs / then ons.

#### **BUILDINGS AND GROUNDS DIVISION WORK COMPLETED:**

During a recent wind storm the roof of the cupola at the Annex blew off the structure. Groen Builders has been working with City Staff to remove the remaining structure and weather proof the opening to prevent any damage to the interior of the building. Groen will also be giving a quote to rebuild the structure. Projects completed during the month of February include painting the hallway and staircase at City Hall and carpet installation in the basement hallway at City Hall. Removal and installation of new carpeting in 12 offices at the Police Department has been completed. Renovations in the Recreation Department at the Community Center has begun, this includes new walls, flooring, doors, windows, updated electrical and data lines, ceilings and paint.



Downstairs City Hall, new carpet



Near welfare office entry, new carpet



Police Department, new carpet

### **WASTEWATER TREATMENT DIVISION**

Items that were completed during the month of February: We continue to work with the coalition of communities on related wastewater and Great Bay Estuary issues. The Wastewater Treatment Division worked with industries on various issues. City staff and engineering consultant are working to complete bid specs for the pump station upgrade and dewatering facility project. CO2 fire suppression system inspection were completed. NHDES was on-site for an above ground oil tank inspection. Staff met with representatives from a dry chemical feed system to review the soda ash system replacement project. The motor for #2 pump at Ryan Circle pump station was replaced. Repairs on grit building backflow preventer were completed. Disk filter #3 was chemically cleaned. All required testing for EPA and DES has been completed and submitted. Staff performed preventative and corrective maintenance on equipment, machinery and instrumentation at the WWTF and pump stations, Average effluent flow for the month was 2.985 million gallons per day (MGD), Percent of design flow = 59.9%. Percent of design flow for 2019 = 63.5%. Precipitation for the month = 3.49". Precipitation for 2019 = 7.91".

### **WATER TREATMENT DIVISION**

The treated water volume for the month of January was approximately 49.8 million gallons from the surface water treatment facility and 10.9 million gallons from the well, totaling 60.7 million gallons. All water quality testing and monitoring was completed in accordance with NHDES requirements. We are pleased to report that the City of Rochester again met and exceeded all State and Federal standards for drinking water. Watershed inspections were conducted at Berry Pond, Tufts Pond, Crown Point Crossing, Round Pond, and the Rochester Reservoir. The Berry River Stream Gage has been repaired and transmitting properly. All reservoirs are filled to capacity, and excess flow is being returned downstream through the diversion structure and spillways. Additional fencing and signage was erected at Tuft's Pond. Equipment and grounds maintenance was performed at the Water Treatment Facility, the Cocheco Well, and the tanks/stations. Station maintenance included weather and environment checks for the transducers and controls. Maintenance at the Cocheco Well included instrument calibration and a JLMC inspection. Maintenance at the Water Treatment Facility included sand filter cleaning, replacement of the caustic vacuum breaker and transfer conduits, and repairs to the influent bypass valve actuator. PM was performed on the flocculator and backwash gear drives and sludge scrapers. Lab equipment has been serviced and cleaned. The fuel oil above ground bulk and day tank were inspected this month; report is pending. Staff have begun review and implementation of recommendations from the draft energy audit. Staff is investigating water age concerns in the Richardson pressure zone. The Chief Operator presented a history and operations overview of the water system to the Board of Health. Electrical, cosmetic and plumbing work for the Low Lift Pump Station continued.



Low Lift Pump Station



Broken valve actuator

## ENGINEERING

Project Updates for January 2019:

- **Asset Management:** The City continues to move forward in the process of acquiring the new Asset Management software; this process will continue over the next several months. Efforts continue to improve the GIS data layer for the City's stormwater network, which will be used in the continued mapping effort required by the MS4 Permit. In addition to inventory work, staff continue to populate more detailed information such as asset age, material, and condition on all of our assets and coordinate with our consultants to develop baseline information related to our water, sewer, and stormwater systems' "level of service", "consequence of failure", and "criticality". The City is also working with SRPC to collect sidewalk inventory information, including a condition assessment; this effort is anticipated to resume in spring 2019.
- **Colonial Pines Sewer Extension:** Sewer installation work on Railroad Avenue has been completed; final paving of Railroad Avenue and final punch list items to be completed in spring 2019. Phase 2 will include extension of the sewer from Birch Drive across Old Dover Road to Juniper Street, Towle Street, Vinewood Lane, Susan Lane, Hickory Lane, and a portion of Hillside Drive. Phase 2 construction contract was awarded and contract was signed in February 2019. An early April 2019 construction start is anticipated. A public information meeting has been scheduled for March 26<sup>th</sup>. Funding for future phases of this multi-phased sewer extension program will be requested in the upcoming CIP proposed budget. Internal plumbing and private property surveys have been conducted throughout the entire Colonial Pines area (more than 85% have been completed).
- **Pavement Maintenance & Rehabilitation:** Culvert replacement was completed on Dry Hill Road in December 2018; final wearing course on Dry Hill between Gear/Oak/Estes and Washington will be paved in spring 2019. Whitehouse Road was reclaimed and base-paved in October 2018; final wearing course will be paved in spring 2019. Regarding SB38 paving: Woodside Lane, Clow Court, and Nadeau Drive will have the final wearing course paved in spring 2019; and Sampson Road reclaim/pave will begin in spring 2019.
- **Dewey Street Pedestrian Bridge:** A new utility pole and LED streetlight is anticipated to be installed at the bridge approach on the Hanson Pines side in the near future.
- **Strafford Square Roundabout:** Final design continues. Bidding of the roundabout construction contract is now anticipated for late 2019. Prior to that contract, and in preparation for that construction, a utility infrastructure contract is anticipated to be bid for construction in late spring 2019. Right-of-way and easement negotiations are being conducted in preparation for the construction contracts.
- **Water Treatment Plant Low Lift Pump Station Upgrade:** Construction continues. Substantial Completion of this project is anticipated in April 2019.
- **Water Treatment Plant Residuals Disposal:** An evaluation of alternatives has determined that the most cost effective method of disposal of residuals generated at the Surface Water Treatment Plant is an upgrade of the existing pipeline and addition of an attenuation tank. Funds for the implementation of this upgrade have been requested in the CIP budget in the next few years.
- **Granite State Business Park Water Main Interconnection:** This project is in design. Bid advertisement is anticipated in spring 2019 with construction to follow in 2019.
- **WWTF Biosolids Dewatering Facility:** The design of this project is complete and under final review. The project is anticipated to be advertised for bids in March or April 2019.

- **River Street Sewer Pump Station Upgrade:** Design of this project continues. This project is anticipated to be advertised for bids in May 2019. Construction is anticipated to begin in 2019 and be completed within one year.
- **Route 11 Sewer Pump Station Upgrade:** This upgrade project is currently in design. This project could potentially be advertised for bids in June or July 2019, with construction occurring 2019-2020.
- **WWTF Upgrades (various projects):** There are several projects on-going at the WWTF: Soda Ash System Replacement, Aeration System Automation, Aeration Basin Sidewall Blower Tie-in (Iris Valve) and Mechanical Mixers, Standby Power Interconnection for Aeration Blowers, and Programmable Logic Controllers (PLC) Replacement. All of these projects are on schedule to be completed by summer 2019.
- **Wastewater Interceptor Upgrades:** A Basis of Design Report has been received from the design consultant. This report summarizes alternatives and recommends a sewer collection system master plan before proceeding with final design. Funding for a Sewer System Master Plan was approved with the FY19 CIP Budget; consultant selection process will commence in the coming months.
- **NPDES Permits - Wastewater Treatment Facility & MS4 Permit (Stormwater):** A new draft National Pollutant Discharge Elimination System (NPDES) Permit for the Wastewater Treatment Facility (WWTF) has not yet been issued by USEPA Region 1. As far as the Municipal Separate Storm Sewer System (MS4) NPDES General Permit for stormwater, the 2017 NH Small MS4 General Permit, issued by USEPA Region 1, became effective on July 1, 2018; and, on September 28, 2018, the City submitted a Notice of Intent (NOI) to comply with this MS4 General Permit. USEPA Region 1 is proposing an estuary-wide general permit structure for nutrient loading, specifically nitrogen, in the Great Bay Estuary.

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City Clerk's Office

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# Economic & Community Development



2/28/2019

MANAGEMENT REPORT



*Written & Compiled by: Jennifer Murphy Aubin*



## OFFICE OF ECONOMIC & COMMUNITY DEVELOPMENT

KAREN POLLARD, MBA, CECD - ECONOMIC DEVELOPMENT MANAGER

### UNH MBA PROGRAM

The UNH MBA Program has selected the City of Rochester's Investor Prospectus as a project for the Spring Term beginning March 18, 2019. Preliminary introductions and meetings were held in February where samples of an investment prospectus were distributed. MBA students will receive course credit for their participation in the project.

### SCENIC + SALINGER RFP

The RFP Review Group met and decided not to accept the one proposal received because it included low income and voucher program housing. The group continued with discussions from the developer's perspective and hopes to push forward on putting a viable proposal together. Also discussed was the potential need to remove all but the façade of the Scenic Theater to allow for rehabilitation of the Salinger Block. A follow up meeting was held with NH Historic Preservation and they support this move since the building is in such poor condition.

### DR. BENNETT'S BUILDING (73-77 NO. MAIN)

This building is under agreement and the prospective owner has been meeting with various city departments with economic development acting as coordinator. One of the major questions is parking, and that residents who are paying market rent prefer dedicated parking spaces. We currently do not have a mechanism in place to handle such requests so after consultation with the city manager the owner has been referred to the legal department.

### LEADERSHIP SEACOAST

February 13 was Economic Development Day for Leadership Seacoast and five economic developers attended a round robin discussion held at Teetotalers in Somersworth. The afternoon session was a lively discussion focused on overcoming community challenges.

### STAFF EVALUATIONS

Evaluations are complete for the three department staff in accordance with the bargaining unit requirements.

## REGIONAL RELATIONSHIPS

Strafford Regional Planning Commission met with Manager Pollard to discuss ways in which SRPC could provide additional support to economic development if needed, for example with the Investor Prospectus, Route 11 Feasibility Study Update and more.

## BUDGET SEASON

FY20 Budget Meeting with City Manager Blaine Cox to discuss the O&M Budget, CIP items and Issues & Options.

## 40 ELMO LANE

40 Elmo Lane Economic Development met twice with Mr. Lababidi, once focused on his existing site plan approval and areas where he has not completed the approved work, and once on his new project related to the Route 16 Truck Stop.

## SITE SELECTION – NEW INDUSTRIAL FIRM

The industrial firm interested in the 55 acres on Innovation Drive is back at the table and eager to move the building plans forward. The City's action to approve the water loop project in mid-budget cycle had a lot to do with their decision. Because of the water loop, the Rochester site becomes the most available in a timely manner compared to the other site in another community under consideration.

## JENN MARSH, ECONOMIC DEVELOPMENT SPECIALIST

## ROCHESTER MAIN STREET

In February, the Board had a retreat with an agenda to review the goals, mission statement and committees for the two newest board members. Leadership skills, business engagement, image, and customer service are strategic goals for 2019. Part of the tactics to drive this strategy is to provide a more collaborative approach to events planning by working together with other local organizations, like the partnership with the Rochester Opera House for Porch Fest, a downtown event drawing hundreds to local businesses and to listen to live music across the community.

The City is hosting Main Street's upcoming workshop in the Cocheco and Isinglass Conference Rooms in the Annex, "Social Media for Downtown Business Owners," Thursday, March 28, 9:00 – 10:00 AM. This free panel discussion will feature content management, advertising and analytics. To register <http://www.rochestermainstreet.org/workshop-registration.html>

These aligned missions provides comprehensive topics and events to further the main street support of the Rochester businesses community. Additionally, the board is dedicated to helping fill the vacancies in downtown commercial spaces and will be creating a comprehensive list for potential tenants.

## ROCHESTER FARMERS MARKET

The new market manager, Vicky Poland, is working on securing vendors from last year, along with new offerings for the season. New businesses include a fishmonger, dairy goods, hot sauces and beauty products. Additionally, Vicky is also working on two-event day for the market:



n June 18<sup>th</sup> - Kid's Day featuring face painters, a balloon twister, crafts, yoga and other activities.

n September 24<sup>th</sup> - Fall Harvest Day, marking the last day of the season, celebrating with horse drawn carriage rides and more, to conclude the 2019 season.

The Rochester Farmer's Market applauds Waste Management 2019 music series sponsorship.

*Additional sponsors needed:* The Farmer's Market is looking for a sponsor to keep the Snap/EBT program, an essential part of the market mission to serve all Rochester community members, including low to moderate-income participants, providing delicious, fresh fruits, vegetables, dairy and meats.

## ROCHESTER ECONOMIC DEVELOPMENT COMMISSION

The February commission meeting welcome invited guests as part of recruiting for two vacancies. Following the meeting, we received a statement of interest from a Safran Aerospace employee. Specialist Marsh is coordinating the potential member and with the City Clerk to attend an Appointments Committee meeting. The meeting also included a reviewed the 2019 goals and priorities to ensure alignment with the 2018 Economic Development Master Plan. The spring – fall project for the commission, along with Main Street and the Chamber of Commerce is a business retention and outreach program, with a training March for volunteers who will be visiting businesses.

## STRATEGIC PARTNERS COMMITTEE

The Economic Development Department hosted the strategic partners committee in February and provided lunch at the Annex for attendees. This group consists of school representatives and local businesses who plan events, trainings and come up with ideas to help our students obtain jobs, understand their career pathways and helps prepare them for the workforce. Eastern Propane will host the March meeting at their state of the art training facility.

## BUXTON RETAIL MATCHES

Manager Pollard and Specialist Marsh are continuing to work closely with Buxton to create a list of 20 new potential tenants that are a good fit for Rochester. Sporting goods, restaurants, furniture, and specialty/health food stores are just some of the target industries discussed.

## BUSINESS ROUNDTABLE

Molly Meulenbroek, Chair of the HDC will be joining us for the March meeting. She will be discussing the HDC's mission, goals and the recent changes to the ordinance, and the impacts of these changes to the downtown corridor.

## RIVERWALK COMMITTEE

The committee finalized the budget for the Recreational Trails Grant, working with the grant manager to come up with a walking ramp that crosses the lowlands and connects Hanson Pines with the trails near the Chestnut Hill Road fields. Currently, the bridge will not be a part of the application due to higher than anticipated costs at this time to complete the project from its original conception.

The committee included benches and wayfinding signage into the proposal, which reduced the cost of \$80,000 to approximately \$50,000, with removing the bridge.

Two Maple Street Magnet School teachers attended a meeting in February to talk about possible partnerships with the Riverwalk and fostering engagement with their students. The three academic projects for the spring include habitat facts with QR codes, birdhouses/feeders and data collection.

Part of the project design, is to have the students present their projects to City Council and the Hanson Pines Trustees before moving forward, gaining critical presentation skills sets including working with municipality to work on green initiatives that benefit the entire community.

JENNIFER MURPHY AUBIN, EXECUTIVE  
SECRETARY & MARKETING  
MANAGEMENT/SPECIAL PROJECTS

## SCENIC & SALINGER BLOCK – HISTORIC TAX CREDITS FOR DEVELOPERS

Executive Aubin organized and participated in a meeting with Brandee Loughlin, Tax Credit Coordinator, Manager Pollard, Senior Planner Mears and Historic District Chair Meulenbroek regarding Historic Tax Credit information and reviewing *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* for preserving and reusing historic building stock, to contribute to the district and the community.

Brandee Loughlin was impressed at collaborative nature between departments at the table, she recognized the thoughtful approach the City is taking regarding the downtown development by investing in the structural and historic due diligence. She is looking forward to working with us.

## STATE OF THE CITY

Executive Aubin met with Manager Pollard to discuss the State of the City presentation, contributing to the whole presentation, along with writing sections on the arts & culture and Scenic Theater/Salinger Block, in

## ROCHESTER LANDMARKS



A detail from Rochester, NH cityscape, depicting City Hall, Parson Main and others.

Originally designed for a stroll titled, "Name Rochester's Landmarks". Created as a part of a business resource packet to encourage foot traffic in the downtown corridor during the bridge closure in 2009/10.

It was part of a downtown strategic retention initiative to combat business slowing during the height of the recession, along with the infrastructure challenges in the city at that time.

addition designing the PowerPoint presentation, photos and formatting the materials, using the Rochester NH cityscape.

## TRAINING: KRONOS TIMEKEEPING

Executive Aubin participated in a session on the new timekeeping system, KRONOS. For the past five years, Aubin processes the department payroll in the financial management system, MUNIS. There is a transitional period as staff phases out of paper timesheets and moves to an electronic timekeeper.



## AWARDS SUBMISSION – INTERNATIONAL ECONOMIC DEVELOPMENT COUNCIL

In preparation of the April 5 deadline, Executive Aubin drafted applications for 2019 Economic Development Awards for several graphic design projects: economic development marketing materials, annual report for the presentation materials for Standard & Poor's visit and the City of Rochester NH CGI videos. Last year, the office received an award for the [www.RochesterEDC.com](http://www.RochesterEDC.com) website.

## RFP TELEPHONE SYSTEM COMMITTEE

Over the course of February, Executive Aubin sat in on reference calls as part of the bidder due diligence process and contributed feedback to the evaluation process.



## ARTS & CULTURE – 7<sup>TH</sup> ANNUAL ART AWARDS

For the past five years, Executive Aubin and Mears co-chaired the annual Arts Awards, and met over the course of February to event logistics, including the slate of nominees and collaborating with the RW Creteau Technical School students to create the awards. **Save the date: Monday, August 19, 6:00 PM – 8:00 PM.**

## WINGS & WHEELS

Executive Aubin was asked by the Wings and Wheels Rochester Rotary Committee to provide marketing and technical expertise to the sponsorship and marketing/promoting the event. She is drafting the sponsorship letter, application and updating the website.

n Save the Date: Saturday, June 1, 2019, 10:00 AM – 3:00 PM.

## JULIAN LONG, CDBG COORDINATOR & GRANTS MANAGER

### COORDINATOR REPORT

Prepared by the Community Development Coordinator

March 2019

### CONTINUING CDBG PROJECTS

**School Department Chairlift Projects:** The Maple St. Magnet School chairlift project began the week of February 24<sup>th</sup>. The Community Development Coordinator conducted on-site interviews with the project workers to document Davis-Bacon Act compliance. The Spaulding High School chairlift project is tentatively scheduled for the April vacation week.

## CDBG PROGRAM

**FY 2019-2020 Annual Action Plan:** Updated summaries of the grant applications received requesting FY 2019-2020 grant funds are included as an attachment to this report, including the Riverwalk Committee's proposed kayak and canoe launch and Gonic Pool recreation area renovations. The draft FY 2019-2020 Annual Action Plan is also included as an online-only attachment.

**Potential FY 21-22 Projects:** There are several FY 21-22 CIP proposed projects that are eligible for CDBG funding: Rochester Commons playground renovation, Community Center bathroom renovation, and Hanson Pines playground renovation. It is the recommendation of the Community Development Coordinator that the Community Development Committee consider whether it might be interested in allocating future CDBG funds to these projects and, if so, to vote to make that recommendation, so that the projects are listed as CDBG-funded rather than funded through general city funds. Per federal regulations, CDBG funds cannot be used to supplant local funds, so if these future projects receive general city fund allocations, they would not be eligible for CDBG funding in these future years

**FY 2020-2025 Consolidated Plan:** The Community Development Coordinator has started the drafting process for the FY 2020-2025 Consolidated Plan and has also started drafting the FY 2020-2025 Consolidated Plan. The plan will be due concurrent with the FY 2020-2021 Annual Action Plan.

## NON-CDBG GRANT ACTIVITIES

**Bridging the Gaps:** The Community Development Coordinator continues to assist the Bridging the Gaps coalition coordinator in identifying and applying for grant funding, as well as Drug Free Communities grant closeout. The SAMHSA Drug Free Communities grant extension ends in March 2019. The Community Development Coordinator also assisted the Bridging the Gaps coalition coordinator in submitting the semi-annual progress report due in February 2019.

**Riverwalk Committee:** The Riverwalk Committee has been awarded a New Hampshire Recreational Trails Program grant in the amount of \$80,000. The Community Development Coordinator continues to assist the committee in revising the project scope after cost estimates indicated the project as originally outlined could not be completed within budget.

**VOCA Grant:** The Community Development Coordinator has drafted the FY 20 VOCA continuation grant application and submitted it to the New Hampshire Department of Justice. The Community Development Coordinator has also completed documentation of the corrective action items, required after the January 2019 site visit, and submitted this documentation to the state grant official. The Department of Justice has accepted the corrective actions taken by the city's VOCA program.

## OTHER ITEMS

**Home for All (formerly Greater Seacoast Coalition to End Homelessness):** The Community Development Coordinator has been appointed a co-chair of the coalition's Housing Opportunities workgroup. Recent work has included assistance in applying for grant funding to establish property owner outreach initiatives and funding assistance to promote affordable rental housing.

**"How New Orleans Reduced Its Homeless Population By 90 Percent":** This news article discusses how New Orleans homeless advocates have reduced their city's homelessness rates through establishment of rent assistance funds, "Housing First" approach, and other initiatives. The article is part of a series on how various U.S. communities are working to reduce homelessness.

<https://www.wbur.org/hereandnow/2019/02/19/new-orleans-reducing-homeless-hurricane-katrina>)

## REPORT ATTACHMENTS

**FY 2019-2020 Grant Applications and Summaries –**

[https://drive.google.com/drive/folders/1DKTdDUQvVt6CH0glb\\_0Vz1ebsfUI\\_CdL?ogsrc=32](https://drive.google.com/drive/folders/1DKTdDUQvVt6CH0glb_0Vz1ebsfUI_CdL?ogsrc=32)

**FY 2019-2020 Annual Action Plan – DRAFT v.1 – online only -**

[https://www.rochesternh.net/sites/rochesternh/files/uploads/fy\\_2019-2020\\_cdbg\\_aap\\_draft\\_v1\\_0.pdf](https://www.rochesternh.net/sites/rochesternh/files/uploads/fy_2019-2020_cdbg_aap_draft_v1_0.pdf)

**FY 2021-2022 Potential CDBG Projects**

"How New Orleans Reduced Its Homeless Population By 90 Percent," *WBUR* (February 19, 2019)

03/14/2019

		City General Fund										
	CDC Recomm.	FY 19-20 Request	FY 18-19 Approved	FY 17-18 Approved								
Homemakers / EasterSeals	---	\$15,000	\$0	\$11,272								
Cornerstone VNA	---	\$28,826	\$28,826	\$28,826								
Community Action Partnership	---	\$9,000	\$9,000	\$9,000								
COAST	---	\$147,303	\$127,913	\$118,527								
Main Street	---	\$35,000	\$35,000	\$35,000								
East Rochester Public Library	---	\$10,200	\$5,000	\$5,000								
SOS Recovery Center	---	\$20,000	\$25,000	\$0								
total		\$265,329	\$230,739	\$207,625								
					CDBG PSA						CDBG Facility/Rehab/ED	
	Council Approved	CDC Recomm.	FY 19-20 Request	FY 18-19 Approved	FY 17-18 Approved			CDC Recomm.	FY 19-20 Request	FY 18-19 Approved	FY 17-18 Approved	
My Friend's Place	---	---	\$8,000.00	7,000.00	7,000.00			---	\$13,750	0.00	0.00	
Community Partners	---	---	\$10,080.00	3,000.00	3,000.00			---	\$0	0.00	0.00	
Homeless Center for Strafford Co.	---	---	\$0.00	0.00	0.00			---	\$150,000	0.00	0.00	
SHARE Fund	---	---	\$6,000.00	5,000.00	5,852.85			---	\$0	0.00	0.00	
East Rochester Public Library	---	---	\$0.00	0.00	0.00			---	\$20,000	0.00	0.00	
Dover Adult Learning Center	---	---	\$5,000.00	5,000.00	5,000.00			---	\$0	0.00	0.00	
Rochester Child Care Center	---	---	\$0.00	0.00	0.00			---	\$20,000	0.00	0.00	
Strafford Nutrition Meals on Wheels	---	---	\$10,000.00	0.00	0.00			---	\$0	0.00	0.00	
SOS Recovery Center	---	---	14,000.00	5,000.00	0.00			---	0.00	0.00	0.00	
Tri-City Coop	---	---	7,000.00	3,685.05	0.00			---	0.00	0.00	0.00	
Seacoast Youth Services / Bridging the Gaps	---	---	6,600.00	0.00	0.00			---	0.00	0.00	0.00	
New Generation	---	---	10,000.00	0.00	0.00			---	0.00	0.00	0.00	
ROH - Fly System Project	---	---	\$0.00	0.00	0.00			---	\$116,000	0.00	0.00	
MY TURN	---	---	10,000.00	0.00	5,041.90			---	0.00	0.00	0.00	
Community Action Partnership	---	---	0.00	0.00	0.00			---	\$75,000	50,000.00	50,000.00	
Cross Roads House	---	---	15,000.00	12,000.00	12,000.00			---	\$0	0.00	0.00	
Gafney Home	---	---	0.00	0.00	0.00			---	\$55,000	0.00	0.00	
Rochester Riverwalk Committee - INELIGIBLE	---	---	0.00	0.00	0.00			---	\$0	0.00	0.00	
HAVEN	---	---	10,000.00	0.00	0.00			---	\$0	0.00	0.00	
ROH - Chairlift Project	---	---	0.00	0.00	0.00			---	\$23,000	0.00	0.00	
HDC Façade Improvement Program	---	---	0.00	0.00	0.00			---	\$50,000	0.00	0.00	
Gonic Pool/Recreation Area Improvements	---	---	0.00	0.00	0.00			---	\$100,000	0.00	0.00	
Riverwalk Committee Canoe/Kayak Launch	---	---	0.00	0.00	0.00			---	\$47,000	0.00	0.00	
total		\$0.00	111,680.00	40,685.05	37,894.75			\$0.00	669,750.00	50,000.00	50,000.00	
available			37,056.22						247,775.01			

# City of Rochester, New Hampshire

## CAPITAL PROJECT REQUEST FORM

Capital Improvements for Fiscal Years 2020 - 2025

03/14/2019

Request Type:

☐ New
 ☒ Continuation

<b>Department:</b> Public Buildings	<b>FY Start:</b> FY20 <b>Project #:</b> FY20-PBD-20	<b>Project Title:</b> Gonic Pool/Recreation Area Improvements	
<b>Type of Project:</b> Other		<b>Expected Useful Life:</b> 20 Years	<b>Status:</b> City Department Requested
<b>Location:</b> Other		<b>Total Project Cost:</b> \$100,000 <b>Current FY Cost:</b> \$100,000	
<b>Project Priority or Need:</b> Maintenance		<b>Anticipated Funding Source(s):</b> Cash: City/School	

### General Description:

Remove unused, deteriorating tennis court and fencing; install pavilion/picnic area, walkway, and landscape the area with new trees and grass.

### Justification:

This unused, deteriorating tennis court is located directly in front of the Gonic Pool and detracts from the use of the pool. This project will repurpose the area for other public recreational uses, such as picnicking and gatherings.

### Relationship to Other Projects:

None.

### Implications of Deferring Project:

This area will continue to degrade, further detracting from the use of the Gonic Pool.

Project Components	FY20	FY21	FY22	FY23	FY24	FY25	Six Year Tot
Other	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Totals	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000

Funding Sources	FY20	FY21	FY22	FY23	FY24	FY25	Six Year Tot
Cash: City/School	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Totals	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000

# City of Rochester, New Hampshire

## CAPITAL PROJECT REQUEST FORM

Capital Improvements for Fiscal Years 2020 - 2025

03/14/2019  
Request Type:  
☐ New  
☒ Continuation

<b>Department:</b> Public Buildings	<b>FY Start:</b> FY21	<b>Project Title:</b> Commons Playground Renovation
	<b>Project #:</b> FY20-PBD-23	
<b>Type of Project:</b> Other	<b>Expected Useful Life:</b> 20 Years	<b>Status:</b> City Department Requested
<b>Location:</b> Other	<b>Total Project Cost:</b> \$220,000	
	<b>Current FY Cost:</b> 0	
<b>Project Priority or Need:</b> Maintenance	<b>Anticipated Funding Source(s):</b> Bond: City/School	

### General Description:

This project includes replacement of playground equipment and playground surface. Existing natural mulch surface will be replaced with a poured-in-place synthetic low maintenance safety surface.

### Justification:

Playground equipment is nearing the end of its useful life. Natural mulch surface requires continued maintenance.

### Relationship to Other Projects:

Similar scope of work to Hanson Pines Playground Renovation.

### Implications of Deferring Project:

Playground equipment will continue to degrade, requiring increased maintenance or removal.

Project Components	FY20	FY21	FY22	FY23	FY24	FY25	Six Year Tot
Building Construction	\$0	\$220,000	\$0	\$0	\$0	\$0	\$220,000
Totals	\$0	\$220,000	\$0	\$0	\$0	\$0	\$220,000

Funding Sources	FY20	FY21	FY22	FY23	FY24	FY25	Six Year Tot
Bond: City/School	\$0	\$220,000	\$0	\$0	\$0	\$0	\$220,000
Totals	\$0	\$220,000	\$0	\$0	\$0	\$0	\$220,000

# City of Rochester, New Hampshire

## CAPITAL PROJECT REQUEST FORM

Capital Improvements for Fiscal Years 2020 - 2025

03/14/2019

**Request Type:**

☐ New

☒ Continuation

<b>Department:</b> Community Center	<b>FY Start:</b> FY21	<b>Project Title:</b> Community Center Bathroom Renovation
	<b>Project #:</b> FY20-COM-15	
<b>Type of Project:</b> Building Improvement	<b>Expected Useful Life:</b> 20 Years	<b>Status:</b> City Department Requested
<b>Location:</b> Community Center	<b>Total Project Cost:</b> \$175,000	
	<b>Current FY Cost:</b> 0	
<b>Project Priority or Need:</b> Maintenance	<b>Anticipated Funding Source(s):</b> Bond: City/School	

### General Description:

Two first floor bathrooms (1 mens, 1 womens) are in need of a complete floor to ceiling renovation.

### Justification:

Flooring, walls, ceiling, fixtures all are in need of replacement. Plumbing for both bathrooms is located in a common wall, so renovation of both bathrooms should be completed together.

### Relationship to Other Projects:

None.

### Implications of Deferring Project:

Condition of these facilities will continue to worsen.

Project Components	FY20	FY21	FY22	FY23	FY24	FY25	Six Year Tot
Buildings Improvements	\$0	\$175,000	\$0	\$0	\$0	\$0	\$175,000
Totals	\$0	\$175,000	\$0	\$0	\$0	\$0	\$175,000

Funding Sources	FY20	FY21	FY22	FY23	FY24	FY25	Six Year Tot
Bond: City/School	\$0	\$175,000	\$0	\$0	\$0	\$0	\$175,000
Totals	\$0	\$175,000	\$0	\$0	\$0	\$0	\$175,000

# City of Rochester, New Hampshire

## CAPITAL PROJECT REQUEST FORM

Capital Improvements for Fiscal Years 2020 - 2025

03/14/2019  
Request Type:  
☐ New  
☒ Continuation

<b>Department:</b> Public Buildings	<b>FY Start:</b> FY22	<b>Project Title:</b> Hanson Pines Playground Renovation	
	<b>Project #:</b> FY20-PBD-25		
<b>Type of Project:</b> Other		<b>Expected Useful Life:</b> 20 Years	<b>Status:</b> City Department Requested
<b>Location:</b> Other		<b>Total Project Cost:</b> \$250,000	
		<b>Current FY Cost:</b> 0	
<b>Project Priority or Need:</b> Maintenance		<b>Anticipated Funding Source(s):</b> Bond: City/School	

### General Description:

This project includes replacement of playground equipment and playground surface. Existing natural mulch surface will be replaced with a poured-in-place synthetic low maintenance safety surface.

### Justification:

Playground equipment is nearing the end of its useful life. Natural mulch surface requires continued maintenance.

### Relationship to Other Projects:

Similar scope of work to Commons Playground Renovation.

### Implications of Deferring Project:

Playground equipment will continue to degrade, requiring increased maintenance or removal.

Project Components	FY20	FY21	FY22	FY23	FY24	FY25	Six Year Tot
Building Construction	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
Totals	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000

Funding Sources	FY20	FY21	FY22	FY23	FY24	FY25	Six Year Tot
Bond: City/School	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
Totals	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000

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## THE FIGHT TO REDUCE HOMELESSNESS

# How New Orleans Reduced Its Homeless Population By 90 Percent

09:21 ↻ ⌂

February 19, 2019

By [Jeremy Hobson](#)





A homeless man in 2008 sleeps beneath Interstate 10 in New Orleans where hundreds of homeless people sleep each night. (Mario Tama/Getty Images)

*This story is part of a series looking at places around the U.S. that are successfully reducing homelessness. Check out [all of our stories](#).*

Story continues below

### Most Viewed Stories



## 'More Precious Than Gold': Sweeping House Bill Protects Land Around Yellowstone From Mining

**Here & Now** 06:22 Mar 1, 2019

## The Cactus Blossoms Blend Brotherly Harmony On New Album 'Easy Way'

**Here & Now** 09:52 Mar 1, 2019

Across the U.S., more than a half million people have been identified as homeless.

New Orleans faced a major crisis in homelessness following Hurricane Katrina. In 2007, two years after the storm, there were more than 11,600 homeless people in the city. Since then, New Orleans stepped up its effort to tackle homelessness and has brought that number down 90 percent.

**Martha Kegel**, executive director of [Unity of Greater New Orleans](#), tells *Here & Now's* Jeremy Hobson the strategy to tackle the "unprecedented explosion"

of homelessness in the city following Katrina was threefold.

First, Kegel says, Unity of Greater New Orleans — a nonprofit leading a collaborative of organizations providing housing and services to the homeless — had to assemble an outreach team that "was willing to go anywhere and do anything to rescue and rehouse a homeless person."

Second, Kegel says the group put all its effort behind gathering a rent assistance fund. "We went directly to Congress," she says. "We were very fortunate to get some resources together to actually be able to provide rent assistance and house people in what apartments we could find."

And lastly, she says, the team took a "Housing First" approach, which is "simply the idea that you accept people as they are," whether they are sober or not.

"You just accept them as they are and you provide the housing first," Kegel says. "Then, once they're in their apartment, you immediately wrap all the services around them that they need to stay stable and live the highest quality life that they can live."

## Interview Highlights

### On how the city afforded housing

"Actually, this is a very cost-effective approach, because when you think about it, it is costing the taxpayer a tremendous amount of money to leave people on the street. They're constantly cycling in and out of jail on charges that wouldn't even be relevant if they had an apartment, things like urinating in public, drinking in public, obstructing the sidewalk because they're having to sleep on the sidewalk. Homeless offences, in other words, that are costing the taxpayers a lot of money to be putting them in jail and processing them through the criminal justice system. Their health is deteriorating while

they're out on the street. They're being taken by ambulance to the emergency room constantly. Those are huge charges.

"Really what you need is, you know, a relatively small amount of money to pay for some rent assistance and they can contribute some of that rent as well with disability benefits or if they're able to work with, you know, employment income and a little bit of case-management assistance. It really has been proven over and over again in studies to be very cost effective."

### **On how Unity of Greater New Orleans' team coordinates long-term housing and services**

"This is permanent housing. How long the rent assistance lasts depends on what people need. And we're kind of masters at trying to spread what is always an inadequate amount of money as far as it'll spread. There are many people who do have serious mental health issues. Those folks may very well need rent assistance and case management for the rest of their lives. But others, particularly families for example, the parent may be young and maybe lost her job and she's evicted and she ends up having to sleep in her car with her kids. That situation, we might provide rent assistance for a period of months, then what we have found is that she's able to make it on her own after that. We really individually triage people and give them what they need to stay stable and then assist the next person."

### **On trying to end veteran homelessness**

"Well we have reached what we call 'functional zero,' which means that we compiled a list using our outreach team [and] using our shelter lists that are updated every night. We housed, in their own apartments, every veteran on that list except nine that had refused housing, mostly because of mental illness. And we continued to work with those nine, at that point, [we] have housed four more of them. Then going forward, we have made a commitment that any time a veteran becomes newly homeless, we house

them in an apartment within an average of 30 days or less. And we've maintained that now for over four years and we're extremely proud of that. It is very hard work. It requires a lot of organizations working together — and the VA and the Housing Authority — everybody working together to make that happen. We've also reduced the length of time that any homeless family spends homeless to less than 45 days. We're working on bringing that number down because the research shows that, you know, even the best run shelter is no place for a kid to be. And we're continuing to really work on chronic homelessness involving people with disabilities and really trying to end that."

### **On the biggest challenges the outreach team has run into**

"Well, we still have a relatively high proportion of our homeless people having to live outside and, you know, it's just something that we are constantly struggling with. It seems almost as if for every person that we house, that someone new is appearing, and that's because of this affordable housing crisis — the gentrification that we're facing. We have to keep at it. We have to ask government at all levels to do more to provide housing resources. We have to provide housing for people with disabilities. We have to have housing for the elderly. We have to make sure that children aren't homeless. That's part of being of a healthy community and a country that has a moral core."

**"We have to provide housing for people with disabilities. We have to have housing for the elderly. We have to make sure that children aren't homeless. That's part of**

# being of a healthy community and a country that has a moral core." — Martha Kegel

## On advice she'd give to other cities trying to tackle homelessness

"I think, at its core, that tackling homelessness is really about knowing and loving your community. You have to love the people in your community and want your community to thrive and care very deeply about the vulnerable people in it, that you're willing to do, what we say, whatever it takes. Whatever it takes is what you have to do.

"It's amazing how housing can almost instantly change a person. I can think of a woman, for example, who was a very paranoid schizophrenic. She was sleeping outside in the parking lot of a fast-food restaurant for about 10 years and had refused assistance, which isn't actually the typical thing, most homeless people want to be housed. But she was actually very difficult to help. And we finally had an apartment that we thought would appeal to her because it had an outdoor courtyard. We showed her a picture of it and she actually just got in the outreach van without speaking. She was ready to go. So that day, actually, we were dedicating this apartment building. This was a hot, hot day in late June in New Orleans. But no matter what time of year it was, she was always bundled up in a heavy winter coat. And she refused to eat the reception food off the plate. Instead she would pick up scraps of food that had been dropped that were on the concrete floor of the courtyard. I remember that very clearly, her doing that.

"Well that was a Friday, and the following Tuesday I went in the building and I didn't recognize her because she had gone with her case manager through this box of donated clothing. And when I saw her, she was wearing just a light cotton floral summer dress and she looked happy and I teared up. You

know, it was just such a traumatic thing. And she's been stably, happily housed ever since."

---

*[Julia Corcoran](#) produced this interview and edited it for broadcast with [Todd Mundt](#). [Serena McMahon](#) adapted it for the web.*

*This segment aired on February 19, 2019.*

## More From Our Series:

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- To Reduce Chronic Homelessness, A Chicago Hospital Is Treating It As A Medical Condition
- This New Jersey County Was The 1st In The U.S. To End Chronic Homelessness



**Jeremy Hobson**  Co-Host, Here & Now

Before coming to WBUR to co-host Here & Now, Jeremy Hobson hosted the Marketplace Morning Report, a daily business news program with an audience of more than six million.

More...

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8

**Join the discussion**



View comment(s)

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City Clerk's Office

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# FINANCE COMMITTEE

## Agenda Item

03/14/2019

**Agenda Item Name:** Monthly Financial Statements Summary – as of February 28, 2019.

For the full detail report, click here: [February 2019 Financial Detail Report](#)

### **Revenues Summary – General Fund, Enterprise Funds**

<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
11011 ECONOMIC DEVELOPMENT REV	\$ -	\$ 240.00	\$ (240.00)	100.0
11031 CITY CLERK REVENUE	\$ 113,210.00	\$ 66,025.00	\$ 47,185.00	58.3
11051 ASSESSORS REVENUES	\$ -	\$ 140.50	\$ (140.50)	100.0
11061 BUSINESS OFFICE REVENUE	\$ 100,000.00	\$ 376,792.17	\$ (276,792.17)	376.8
11062 BUSINESS OFFICE REVENUE	\$ 1,000.00	\$ 71.55	\$ 928.45	7.2
11071 TAX COLLECTOR REVENUE	\$ 31,577,911.00	\$ 31,702,385.34	\$ (124,474.34)	100.4
11072 TAX COLLECTOR REVENUE	\$ 2,029.00	\$ -	\$ 2,029.00	0.0
11081 GENERAL OVERHEAD REVENUE	\$ 4,113,784.00	\$ 2,892,645.07	\$ 1,221,138.93	70.3
11082 GENERAL OVERHEAD REVENUE	\$ 1,548,683.00	\$ 1,548,683.19	\$ (0.19)	100.0
11091 PUBLIC BLDGS REVENUE	\$ -	\$ 18,965.69	\$ (18,965.69)	100.0
11101 PLANNING	\$ 16,250.00	\$ 32,183.90	\$ (15,933.90)	198.1
11201 REV LEGAL OFFICE	\$ 50,000.00	\$ 33,648.65	\$ 16,351.35	67.3
12011 POLICE CITY REVENUE	\$ 277,850.00	\$ 278,266.50	\$ (416.50)	100.1
12021 FIRE CITY REVENUE	\$ 23,000.00	\$ 26,520.96	\$ (3,520.96)	115.3
12022 FIRE STATE REVENUE	\$ 52,668.00	\$ 3,375.00	\$ 49,293.00	6.4
12031 DISPATCH CENTER	\$ 60,290.00	\$ 59,354.91	\$ 935.09	98.4
12041 CODE ENFORCEMENT REVENUE	\$ 394,025.00	\$ 316,669.84	\$ 77,355.16	80.4
13011 PUBLIC WORKS REVENUE	\$ 33,700.00	\$ 41,161.00	\$ (7,461.00)	122.1
13012 STATE HIGHWAY SUBSIDY	\$ 634,612.00	\$ 507,689.36	\$ 126,922.64	80.0
14011 WELFARE REVENUE	\$ 5,000.00	\$ 1,900.78	\$ 3,099.22	38.0
14021 RECREATION REVENUE	\$ 122,000.00	\$ 109,002.61	\$ 12,997.39	89.3
14031 LIBRARY REVENUE	\$ 16,050.00	\$ 6,999.02	\$ 9,050.98	43.6
1000 GENERAL FUND	39,142,062	38,022,721.04	1,119,341	97.1
<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
5001 WATER ENTERPRISE FUND	\$ 7,119,368.00	\$ 2,216,233.32	\$ 4,903,134.68	31.1
5002 SEWER ENTERPRISE FUND	\$ 8,819,805.00	\$ 2,657,330.29	\$ 6,162,474.71	30.1
5003 ARENA ENTERPRISE FUND	\$ 393,979.00	\$ 274,702.52	\$ 119,276.48	69.7
6000 COMMUNITY CENTER SP REV F	\$ 841,000.00	\$ 583,069.14	\$ 257,930.86	69.3

**Expense Summary – General Fund, Enterprise & Special Revenue Funds**

ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
11000051 CITY MANAGER	\$ 438,369.00	\$ 310,928.76	\$ 22,021.33	\$ 105,418.91	76.00
11012351 ECONOMIC DEVELOPMENT	\$ 484,119.00	\$ 352,529.23	\$ 23,002.21	\$ 108,587.56	77.60
11020050 MUNICIPAL INFORMATION	\$ 714,027.00	\$ 436,409.66	\$ 73,867.91	\$ 203,749.43	71.50
11030051 CITY CLERK	\$ 318,511.00	\$ 205,036.61	\$ 16,906.58	\$ 96,567.81	69.70
11040050 ELECTIONS	\$ 49,277.00	\$ 41,836.49	\$ 350.00	\$ 7,090.51	85.60
11050070 ASSESSORS	\$ 441,830.00	\$ 285,977.00	\$ 4,084.97	\$ 151,768.03	65.70
11060051 BUSINESS OFFICE	\$ 531,638.00	\$ 278,455.82	\$ 1,985.20	\$ 251,196.98	52.80
11063151 HUMAN RESOURCES	\$ 179,804.00	\$ 113,458.85	\$ 10,056.91	\$ 56,288.24	68.70
11070070 TAX COLLECTOR	\$ 364,463.00	\$ 224,947.79	\$ 2,742.87	\$ 136,772.34	62.50
11080050 GENERAL OVERHEAD	\$ 725,934.00	\$ 385,645.20	\$ 86,053.08	\$ 254,235.72	65.00
11090050 PB CITY WIDE 50	\$ 658,623.00	\$ 398,446.03	\$ 11,822.65	\$ 248,354.32	62.30
11090051 PB CITY HALL 51	\$ 66,635.00	\$ 49,316.65	\$ 11,377.53	\$ 5,940.82	91.10
11090052 PB OPERA HOUSE 52	\$ 44,815.00	\$ 29,100.08	\$ 11,530.22	\$ 4,184.70	90.70
11090054 PB CENTRAL FIRE 54	\$ 10,959.00	\$ 5,120.58	\$ 2,097.25	\$ 3,741.17	65.90
11090055 PB GONIC FIRE 55	\$ 10,544.00	\$ 5,513.82	\$ 2,146.35	\$ 2,883.83	72.60
11090056 PB LIBRARY 56	\$ 18,920.00	\$ 14,830.00	\$ 3,996.52	\$ 93.48	99.50
11090057 PB DPW GARAGE 57	\$ 11,874.00	\$ 7,861.70	\$ 2,942.25	\$ 1,070.05	91.00
11090059 PB ER FIRE STATION 59	\$ 750.00	\$ 258.74	\$ 79.54	\$ 411.72	45.10
11090061 PB HISTORICAL MUSEUM	\$ 1,440.00	\$ 621.71	\$ 553.70	\$ 264.59	81.60
11090063 PB HANSON POOL 63	\$ 5,005.00	\$ 1,108.16	\$ (389.28)	\$ 4,286.12	14.40
11090064 PB GONIC POOL 64	\$ 7,380.00	\$ 587.32	\$ (186.92)	\$ 6,979.60	5.40
11090065 PB EAST ROCHESTER POO	\$ 2,650.00	\$ 575.00	\$ (202.37)	\$ 2,277.37	14.10
11090068 PB GROUNDS 68	\$ 9,285.00	\$ 5,803.17	\$ (500.00)	\$ 3,981.83	57.10
11090069 PB DOWNTOWN 69	\$ 17,000.00	\$ 6,321.18	\$ 441.02	\$ 10,237.80	39.80
11090070 PB REVENUE BUILDING 7	\$ 22,170.00	\$ 13,269.08	\$ 6,720.40	\$ 2,180.52	90.20
11090071 PB PLAYGROUNDS 71	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00
11090075 PB NEW POLICE STATION	\$ 21,160.00	\$ 13,516.67	\$ 7,517.25	\$ 126.08	99.40
11090077 PB ANNEX	\$ 23,022.00	\$ 1,897.00	\$ 1,122.06	\$ 20,002.94	13.10
11102051 PLANNING	\$ 393,353.00	\$ 246,626.70	\$ 9,255.71	\$ 137,470.59	65.10
11200051 LEGAL OFFICE	\$ 562,815.00	\$ 335,503.33	\$ 3,838.08	\$ 223,473.59	60.30
12010053 PD ADMINISTRATIVE SER	\$ 1,906,242.00	\$ 1,312,128.80	\$ 63,866.72	\$ 530,246.48	72.20
12012453 PD PATROL SERVICES	\$ 4,825,061.94	\$ 2,858,720.80	\$ 11.00	\$ 1,966,330.14	59.20
12012553 PD SUPPORT SERVICES	\$ 413,351.00	\$ 264,115.08	\$ -	\$ 149,235.92	63.90
12020054 FIRE DEPARTMENT	\$ 4,557,644.00	\$ 2,880,277.35	\$ 81,623.81	\$ 1,595,742.84	65.00
12020055 FIRE DEPT 55 GONIC SU	\$ 28,735.00	\$ 12,041.66	\$ 6,144.57	\$ 10,548.77	63.30
12020754 CALL FIRE	\$ 31,207.00	\$ 11,137.24	\$ -	\$ 20,069.76	35.70
12023354 EMERGENCY MANAGEMENT	\$ 56,168.00	\$ 5,484.52	\$ -	\$ 50,683.48	9.80
12030153 DISPATCH CENTER	\$ 746,982.00	\$ 473,163.61	\$ 7,054.43	\$ 266,763.96	64.30
12040051 CODE ENFORCEMENT	\$ 586,179.00	\$ 385,208.25	\$ 6,149.81	\$ 194,820.94	66.80
12050050 AMBULANCE	\$ 59,874.00	\$ 29,936.96	\$ 29,937.04	\$ -	100.00
13010057 PUBLIC WORKS	\$ 2,193,936.00	\$ 1,389,243.68	\$ 328,319.56	\$ 476,372.76	78.30
13010957 WINTER MAINTENANCE	\$ 537,513.00	\$ 429,230.89	\$ 9,406.14	\$ 98,875.97	81.60
13020050 CITY LIGHTS	\$ 243,000.00	\$ 127,831.61	\$ 30,055.02	\$ 85,113.37	65.00
14010051 WELFARE	\$ 485,861.00	\$ 300,431.69	\$ 8,725.10	\$ 176,704.21	63.60
14022072 RECREATION ADMINISTRA	\$ 629,753.00	\$ 405,656.35	\$ 4,511.97	\$ 219,584.68	65.10
14022150 RECREATION PLAYGROUND	\$ 94,985.00	\$ 80,666.01	\$ (1,112.03)	\$ 15,431.02	83.80
14022250 RECREATION POOLS	\$ 81,405.00	\$ 72,839.50	\$ 2,466.11	\$ 6,099.39	92.50
14030056 LIBRARY	\$ 1,235,879.00	\$ 805,687.04	\$ 40,117.57	\$ 390,074.39	68.40
15000051 COUNTY TAX	\$ 6,395,447.00	\$ 6,395,447.00	\$ -	\$ -	100.00
17010051 TRANSFERS/PAYMENTS DE	\$ 4,295,199.00	\$ 3,913,985.37	\$ -	\$ 381,213.63	91.10
17030050 OVERLAY	\$ 256,748.00	\$ 93,979.93	\$ -	\$ 162,768.07	36.60
17040051 TRANSFER TO CIP & OTH	\$ 2,883,520.06	\$ 2,883,520.06	\$ -	\$ -	100.00
1000 GENERAL FUND	\$ 38,682,062.00	\$ 28,902,235.73	\$ 932,509.84	\$ 8,847,316.43	77.10
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5001 WATER ENTERPRISE FUND	\$ 7,119,368.00	\$ 4,274,812.94	\$ 171,621.81	\$ 2,672,933.25	62.50
5002 SEWER ENTERPRISE FUND	\$ 8,819,805.00	\$ 5,151,836.56	\$ 224,614.03	\$ 3,443,354.41	61.00
5003 ARENA ENTERPRISE FUND	\$ 393,979.00	\$ 259,979.71	\$ 31,302.85	\$ 102,696.44	73.90
6000 COMMUNITY CENTER SP REV F	\$ 841,000.00	\$ 485,689.54	\$ 115,041.30	\$ 240,269.16	71.40



Planning Board  
Conservation Commission  
Historic District Commission  
Arts & Culture Commission

**Planning & Development Department**  
**City Hall Annex**  
**33 Wakefield Street**  
**ROCHESTER, NEW HAMPSHIRE 03867-1917**  
**(603) 335-1338 - Fax (603) 330-0023**  
**Web Site: <http://www.rochesternh.net>**

## **PLANNING & DEVELOPMENT DEPARTMENT MONTHLY REPORT FOR FEBRUARY 2019**

The Planning Board and Conservation Commission held their regular meetings in February. The Historic District Commission and Arts & Culture Commission did not meet in February. You will find the summaries of the agendas and discussions further down in this report. As you will see, the Planning Board had a very busy month. The Planning Board also held a workshop meeting. They had to carry over two applications to the workshop, discussed and recommended the codification amendments, were given an update on surety and inspections, approved two (2) surety releases for Waste Management on completed projects, and discussed pulling surety and the remaining approvals for two other projects. The regular March Planning Board meeting is looking slower than the February meeting.

The Planning & Development Department remains extremely busy in general with many meetings with citizens, developers, and applicants. We also attended the City Council meeting for the public hearings on the final work product for Density in the Downtown Commercial and the Historic District Overlay, a public hearing on amendments to the Conservation Overlay, and a citizen proposed amendment to the zoning map. We continued working on the Impact Fee methodologies and will be presenting them to the Planning Board in March. In addition, we continued working with our consultants, VHB, on the Transportation Master Plan. We are also sent out a Request for Proposals (RFP) for updating the Downtown Master Plan Chapter and are looking forward to receiving the responses and getting that process moving forward.

Staff participated in some free webinars in February and this is a good way for staff to obtain CM credits for our AICP designations. I attended a supervisors training for the new Kronos time keeping software. We have been participating in the test of the system as we prepare for it to go live citywide. I also participated in the monthly meeting of the Leadership Committee for the Economic Development Division of the American Planning Association, which I am a member. Seth participated in the Life Safety evaluations meeting in February. Staff also participated in the TRG meetings, Wayfinding, a Home Occupation Site Review, a grants workshop with the NH State Council on the Arts, Wings & Wheels, the Chamber of Commerce Government Affairs Committee, and the Metropolitan Planning Organization's Technical Advisory Committee (MPO TAC) monthly meeting.

**APPLICATIONS REVIEWED BY THE PLANNING BOARD**

**174 Milton Road, LLC, 174 Milton Road** Request for an extension to meet precedent conditions for an approved site plan to re-open a gas station.

Case# 205 – 127-1 – HC – 18 **APPROVED**

**Great Woods Subdivision Homeowners Assoc. & Kenneth & Tasha Wilson, 3 Laredo Lane** (by Norway Plains Assoc.) Lot line revision. Case# 224 – 321&324-21 – A/R1 – 19 **APPROVED**

**New Haul Properties, LLC, 14 Pink Street, Holly Park Ave. & Clayton Park Ave.** (by Norway Plains Assoc.) Lot line revision. Case# 113 – 34 & 222 – 4 – R2 – 19 **APPROVED**

**Packy's Investment Properties, LLC, 46 Farmington Road** Site plan amendment to allow for a State Inspection Station. Case# 216 – 5 – GRD – 18 **APPROVED**

**Hope on Haven Hill, 38 Charles Street** (by Norway Plains Assoc.) Site plan for change of use to allow a recovery house (residential facility). Case# 125 – 214 – R2 – 19 **APPROVED**

**Fielding's Oil Company, 72 Old Milton Road** (by Norway Plains Assoc.) Site plan to allow for an office and parking commercial fuel trucks. Case# 215 – 50 – HC – 19 **APPROVED**

**Northgate Investment Properties, LLC, 36 Farmington Road** (TF Moran) 3-Lot subdivision. Case# 216 – 4 – GRD – 18 **APPROVED**

**Waterstone Rochester, LLC, 92 Farmington Road** (by Tighe & Bond) 2-Lot subdivision (plus land to become City of Rochester Right-of Way). Case# 216 – 11&11-1 – GRD – 19 **APPROVED**

**Allen & Major Associates, Inc., 306 North Main Street** Site plan amendment to allow a change of use to a tire service facility and site layout changes.

Case# 114 – 1 – HC – 19 **CONTINUED TO 3/5/2019**

**CBDA Development, LLC, Athenian Drive** (by Bedford Design Consultants) Residential site plan to construct 14 condominium townhomes, two 30-unit apartment buildings and associated parking. Case# 256A – 66 – PUD – 19 **CONTINUED TO 3/5/2019**

**New Haul Properties, LLC, 14 Pink Street** (by Norway Plains Assoc.) 2-Lot subdivision. Case# 113 – 34 & 222 – 4 – R2 – 19 **APPROVED**

**APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION**

**1. Minutes:** The meeting Minutes of January 23, 2019 were reviewed and approved.

**2. Notice of Intent to Cut Wood or Timber / Intent to Excavate:**

- a) Notice of Intent to Cut - Tax Map 219-3, 147 Meaderboro Rd, Olson
- b) Notice of Intent to Excavate - Tax Map 268-5, 253 Rochester Neck Rd, Brox
- c) Notice of Intent to Cut - Tax Map 114-5, North Main St, Bushong

The Commission discussed but had no concerns with the proposed timber harvests and earth excavations.

### 3. New Business:

#### **a) Discuss partnering with UNH Cooperative Extension to put on, or participate in, an educational program on Emerald Ash Borer on April 24:**

Staff explained the County Forester would like to partner with the Rochester Conservation Commission to present an informational session regarding the invasive beetle known as the Emerald Ash Borer. The Commission is looking forward to hosting.

#### **b) Student Conservation Association (SCA) and AmeriCorps Potential Partnership**

Staff presented a letter from SCA in which SCA states they are now accepting applications for summertime projects. This non-profit organization typically provides a team of student staff at low/no cost to conduct trail work and related services. The Commission suggested forwarding this to DPW, the Riverwalk Committee, etc..

#### **c) Farmers Market**

A member said he may rent a table at the Farmer's Market and if so will promote the efforts of the Conservation Commission.

#### **d) Community Gardens**

A member said she has heard there is interest in the community gardens on Franklin St. The Commission agreed that all questions should be directed to one member.

#### **e) Snow dump, Franklin St**

Members and Staff stated that a City Council member had inquired about the approval status of the City's new snow dump on Franklin St. Staff informed all that all required State and Local permits have been issued.

#### **f) Water Quality Testing by Spaulding High School Student**

A Spaulding High School student from Mr. Scropel's class told the Commission she would like to test the chlorine levels in a water body and asked if Willow Brook would be a good waterbody. The Commission agreed and suggested two locations to test at, and the Commission volunteered to help too.

### 4. Reports:

a) Technical Review Group (TRG).

b) Planning Board (PB).

There were no Conservation Commission related applications before the TRG or PB.

### 5. NH DES Wetlands/Shore land:

#### **a) City of Rochester Proposed Waterline Extension – Shaw Drive and Airport Drive**

Planning Staff presented this NH DES Wetlands Application of a proposed waterline extension down Shaw Drive and Innovation Drive. The Commission supported the proposal as presented because the wetland impacts appear to have been minimized as much as possible, and nearly all the impacts are temporary.

**6. Non-Public Session pursuant to RSA 91-A:3 II(d):** Discussion of acquisition of real property and/or recent site walks and LACE sheets was had.

<b>APPLICATIONS REVIEWED BY THE HISTORIC DISTRICT COMMISSION</b>
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The February meeting for the Historic District Commission was canceled.

**ARTS AND CULTURE COMMISSION ACTIVITIES**

There was no Arts and Culture Commission meeting in February.

Respectfully submitted,  
James B. Campbell,  
*Director of Planning & Development*

# Memorandum

**To:** Blaine Cox, City Manager  
Mayor McCarley  
Members of the City Council

**From:** Lauren Krans, Recreation & Arena  
**Date:** March 12, 2019  
**Re:** February 2019 Department Report

Feb. Program	#'s
Adult Co-Ed Pick-Up Basketball	128
Open Gym 30+	15
CO-ED 30+ Basketball League	66
Adult Ice Hockey League	100
Adult Volleyball	111
Community Coffee	9
February Vacation Camp	30
Learn To Skate	20
Parent/Child Dance	15
Parent/Child Open Gym	227
Public Ice Skating	577
Restorative Meditation	9
Senior Art	27
Senior Breakfast/Cookout	75
Senior Dance Lessons	9
Senior Pickleball	213
Senior Power Hour	107
Senior Trips	40
Senior Yoga Chair	11
Senior Yoga Gentle	12
SHS/BCA open Gym	6
Teen Night	172
Youth Rec B-Ball 1st and 2nd	73
Youth Rec B-Ball 3rd and 4th boys	70
Youth Rec B-Ball 3rd and 4th girls	22
Youth Rec B-Ball 5th and 6th boys	64
Youth Rec B-Ball 5th and 6th girls	17
Youth Rec Ball 7th and 8th Co-Ed	44
Youth Rec B-Ball High School	77
Coach Smart Classes	9
Sunday Night Pickleball	7
<b>Feb. Total</b>	<b>2,362</b>

## Facility Highlights

**Diaper Changing Stations:** This winter, Arena staff received feedback from customers that it was difficult for families with young children to attend programs and events at the rink because there was no diaper changing station. Team members Ryan Trepanier and Steve Trepanier responded quickly by researching various products and the space requirements to install such stations. By the end of the month, a diaper changing station was installed in both the Women's and Men's room at the Rochester Arena. Our department was flooded with positive feedback praising us for being a family focused, family friendly facility.

**Basketball Hoop Repair:** In between games during our 30+ Co Ed Basketball League, one of the cables holding up a basketball hoop in the gym snapped, causing the heavy backboard to be hanging unsafely in the air. Quick thinking evening Rec Support Staff Steve Hyzer and Supervisor Art Jacobs cleared patrons from the area, and called Buildings and Grounds Dispatch. Hussey Seating was called to repair the hoop as well as check all 5 other hoops in the gymnasium to assure they were functioning safely.

**Rec Office Upgrades:** Upgrades to the main Rec Office at the Community Center began this month. This space has not had any significant facility upgrades since at least the 1990's. These upgrades will provide a safer, more efficient work place for staff and customers. Keep your eyes open for an "Office Warming" invitation soon!

## Program Highlights

**February Vacation Camp:** February Vacation Camp reached maximum enrollment at 30 campers. Campers engaged in crafts, sports and fun theme days throughout the week. Staff did a wonderful job at keeping campers active, safe and removed from the constant flow of public foot traffic that comes through our space each day.

**Public Ice Skating:** February wrapped up Public Ice Skating for the 2018-2019 Ice Season. A total of 2,200 customers attended our Public Ice Skate sessions. This averages to around 365 customers attending Public Ice skating each month of the ice season. A focus has been placed on creating more opportunities for Public Ice Skating, such as offering extended hours during school breaks and holidays.



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City Clerk's Office

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# ROCHESTER FIRE DEPARTMENT

**MARK E. KLOSE**  
CHIEF OF DEPARTMENT



37 Wakefield Street

Rochester NH, 03867  
[www.rochfd.org](http://www.rochfd.org)

Tel (603) 335-7545

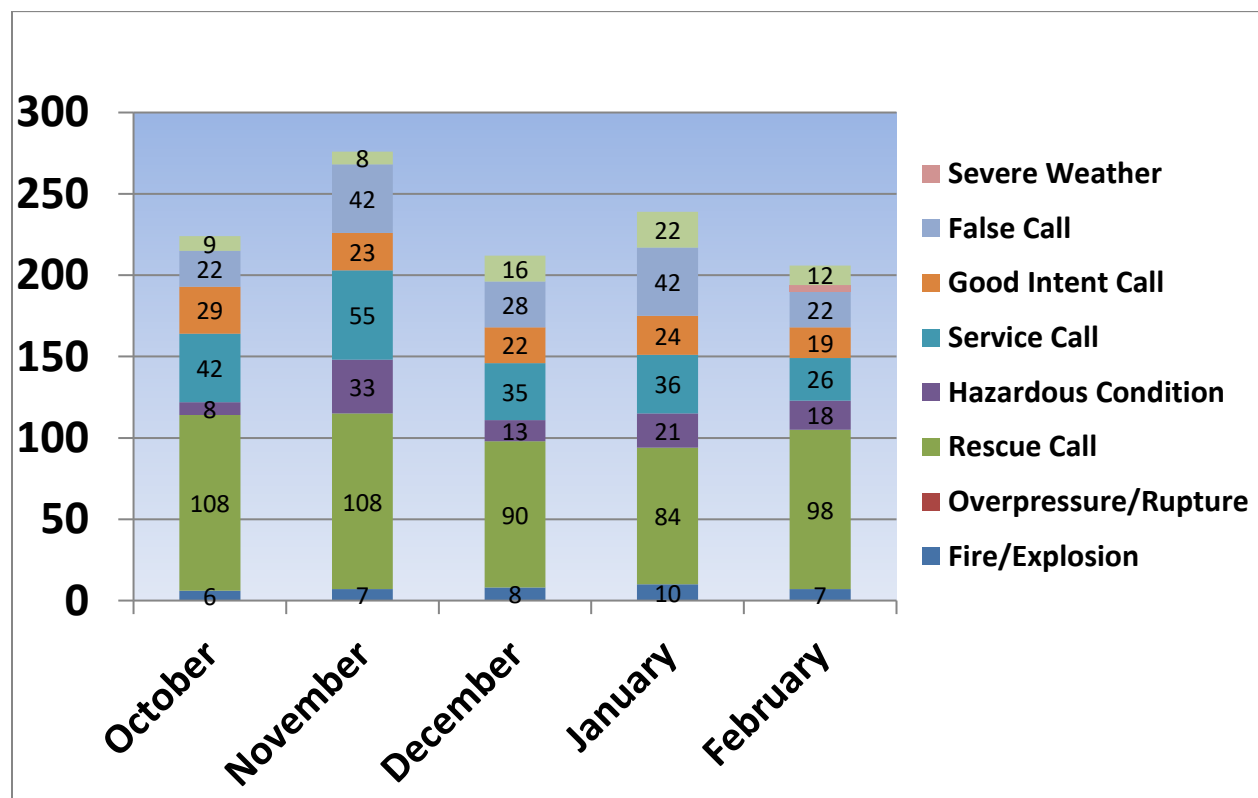
**To:** Blaine Cox, City Manager

**From:** Mark E. Klose, Fire Chief

**Date:** March 5, 2019

**Ref:** Monthly Report for February 2019

On behalf of the Rochester Fire Department, I am pleased to provide you with the following report. The report serves as a summary of the activities, incidents, projects and programs underway within the department.



The above graph shows our runs for Fiscal Year 2019 with February's data shown individually with their respective totals. For the month of February there were 206 calls for service. There have been a total of 1920 calls for Fiscal Year 2019.

**FIRE DEPARTMENT OPERATIONS**

Managed shift coverage assignments

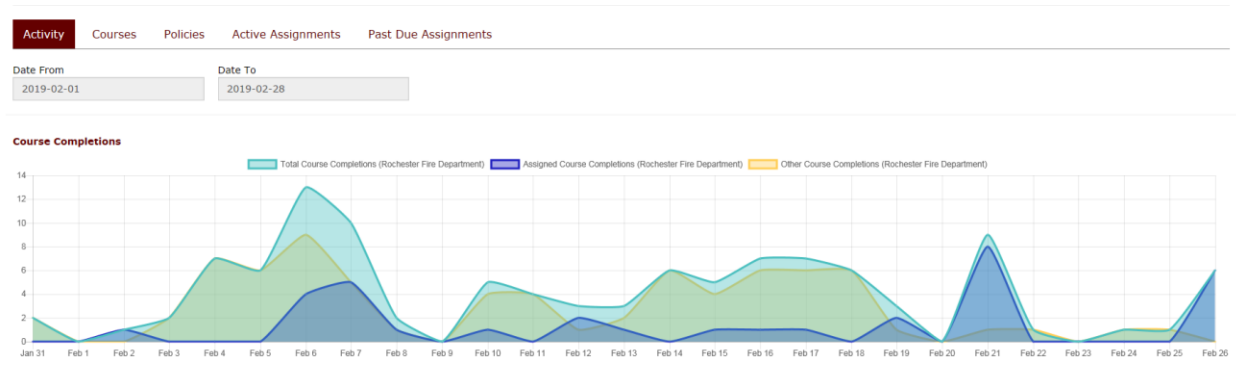
Managed and organized equipment and supply purchases as needed

Fire Department members spent 1.5 hours each Friday mentoring a student from the Monarch School

Managed apparatus repairs as needed

Repairs made to radio repeater phone lines

Worked with Secretary Gray to adjust uniform acquisition, utilizing a local vendor

**TRAINING DIVISION**

The above graph shows total courses and training hours completed in the FireRescue1 Academy. Total courses completed for the month of January were 125. Total number of training hours completed in the month of January were 165.

In-Service training was also completed for the shifts. Total in-service trainings completed for the month of February were 25. Total number of hours completed in the month of February were 30.

Continued to develop standard lesson plans for RFD

Developed and delivered “In-Service” training to each shift for “Ice Rescue”

20 members completed the National Registry Recertification Standard

Continued to review/edit SOG’s and GO’s for the RFD

**DEPARTMENT INFORMATION:**

Administration completed necessary shift transfers to equal out shifts to help with overtime.

- 3 Shifts at 9 Firefighters (1 Captain, 1 Lieutenant and 7 Firefighters)
- 1 Shift at 8 Firefighters (1 Captain, 1 Lieutenant and 6 Firefighters[A Shift])
- Manning Station 1 and Gonic Station

The Fire Apparatus Committee continues to work on the new engine with Eastern Fire Apparatus and Toyne

**PERSONNEL:**

FF Thurber has returned to full duty. We are happy to have FF Thurber back.

RFD and HR are creating an eligibility hiring list for new firefighter candidates

**RESPONSE ACTIVITY:**

On February 3, Rochester Fire was dispatched to Joshua Street for a dryer fire that had extended into the floor. Engine 5, Engine 3 and Engine 7 responded. Engine 1 responded with additional personnel. Chief 1 and Chief 3 responded to the scene. Chief 1 had command. All occupants, including pets, were outside the home upon arrival. Fire was knocked down, overhaul completed and all apparatus returned to their respective stations.

On February 9, Rochester Fire was dispatched to New Durham, NH for mutual aid. Engine 7 responded and hauled two loads of water. Engine 7 was released by command and returned to Station 1.

On February 18, Rochester Fire was dispatched to Olde Farm lane for a kitchen fire. Engine 5, Engine 3 and Truck 1 responded. Chief 2 also responded to the scene and established command. Fire was put out and all apparatus returned to their respective stations.

On February 28, Rochester Fire was dispatched to Lebanon, ME for a structure fire. Engine 7 responded, was cancelled en route. Engine 7 returned to Station 1.

Respectfully submitted,

*Mark E. Klose*

Mark E. Klose, Fire Chief

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City Clerk's Office

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03/14/2019



## ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET  
ROCHESTER NH, 03867-1933

BUSINESS (603) 330-7127  
FAX (603) 330-7159  
[www.rochesterpd.org](http://www.rochesterpd.org)

*"Dedication, Pride, Integrity"*

POLICE COMMISSION

DEREK J. PETERS  
*Chairman*

DAVID R. STEVENS  
*Vice Chairman*

LISA M. STANLEY  
*Commissioner*

PAUL R. TOUSSAINT  
*Chief of Police*

March 11, 2019



TO: City Manager Blaine Cox

RE: Monthly Report – February 2019

**OPERATIONS:** Ward 6 was the only ward meeting this period. It was lightly attended and no issues for police were brought up. One of the residents present commended the City's DPW on how well the sidewalks were plowed during the last storm.

The investigations bureau had 25 cases sent up from patrol for review or investigation. There are currently 60 cases assigned. There were 22 cases presented to the Grand Jury all with true bills. Compliance checks completed for two sex offenders. There were three backgrounds and one polygraph conducted this period. There was one evidence call out and three detective call outs (2 untimely's and 1 robbery). There were 384 pieces of evidence logged in, 60 items returned to owners and an additional 128 pieces destroyed.

**COMMUNICATIONS:** We are currently at full staff. Three new employees are in field training and progressing well. All of the dispatchers will attend training with Det. Frechette and the County Attorney on their role taking domestic violence phone calls.

**CEO/ COMMUNITY ENGAGEMENT OFFICER:** Officer Danie in addition to regular duties conducted another small community event "community leader yoga" with Upala Yoga. Held the Skate with a Cop event, which was followed by a charity hockey game and included a food drive for the local pantry. He is working on annual use of force training for the department. He has continued to address a particular residence in Ward 6, which includes an eviction for one unit. He is working on the 2019 Wings and Wheels event and he met with a local scout group to talk about safety. He and Officer Turner are working on a women's self-defense course. He has started planning "coffee with a cop." He is planning an elder financial abuse forum with the crime analyst and local banks.

**COMP STAT:** Field activity and proactive time remained consistent with the previous few months due to continued issues with staffing levels and calls for service. Thefts from motor vehicles while down are continuing from unlocked vehicles. There was an increase in thefts *of* motor vehicles. Many were "taking without owner consent" versus a theft by an unknown person.

**DIVERSION:** Teen night held in January had more than 150 in attendance. Staff will be attending a Smart Access to marijuana training, a national presentation that helps those working with youth to prepare for recreational use legislation. Staff is also working with a local prevention part to speak at a legislative breakfast for Strafford County to update them on what is on the legislative agenda including Diversion funding as an effective prevention measure.

**FINANCIAL/PURCHASING:** We are 66% through the fiscal year and overall 50% spent. Our O&M lines are where we expect them to be at this time of the year. Overtime is 95% spent when factoring in comp time. The bid has been submitted for weapon lights and holsters. We will be doing some wear tests of outer load carrying vests.

**HOUSING:** Calls remain steady. There have been more residents out. There were 13 backgrounds completed for potential tenants. Officer Blair also took part in several eviction hearings.

**PROSECUTION:** In adult court this period, there were 267 new cases with 365 charges. Of the cases that went before the court there were 128 guilty pleas, 76 not guilty pleas and 58 failed to appear. 34 charges nol prossed as part of plea agreements. 23 cases were dismissed by the Court. 16 cases were continued and two were placed on file.

Juvenile prosecution had 37 petitions, 12 arraignments, 9 trials resolved by plea. There were five violation hearings, 2 review hearings, and 3 motion hearings.

**SCHOOL RESOURCE OFFICERS:** Off. Jackson chaperoned students to Boston for the Patriots parade, worked with administration on a safety plan, attended a meeting with the school and homeland security and conducted normal safety checks at the school, monitoring the parking lots and Pines. Sgt. Deluca handled several investigations including assault, theft and possession of tobacco. He attended Teen night. Off. Porfido has assisted with patrol calls for service, attended school lunch and assisted with the Explorer meeting.

**TRAINING/HIRING:** The officers at the academy are almost through 8 weeks. Two officers in field training are in their final observation period before being released to solo patrol. We initiated a hiring process on February 23. 7 of the 13 candidates who responded were disqualified for various reasons. Sgt. Cost proctored and recruited at the most recent Great Bay testing alliance. We have put a couple of officers through an online course through Texas A&M University for field training officers. All members of the department attended mandatory harassment training this period.

**FORFEITURE SPENDING:** There was no forfeiture spending this period.

**EMD USE:** Display and Deploy: None  
Display Only: Two

Respectfully Submitted,

Paul R. Toussaint  
Chief of Police

# Rochester Police Department

## January 2019 Comp Stat Report

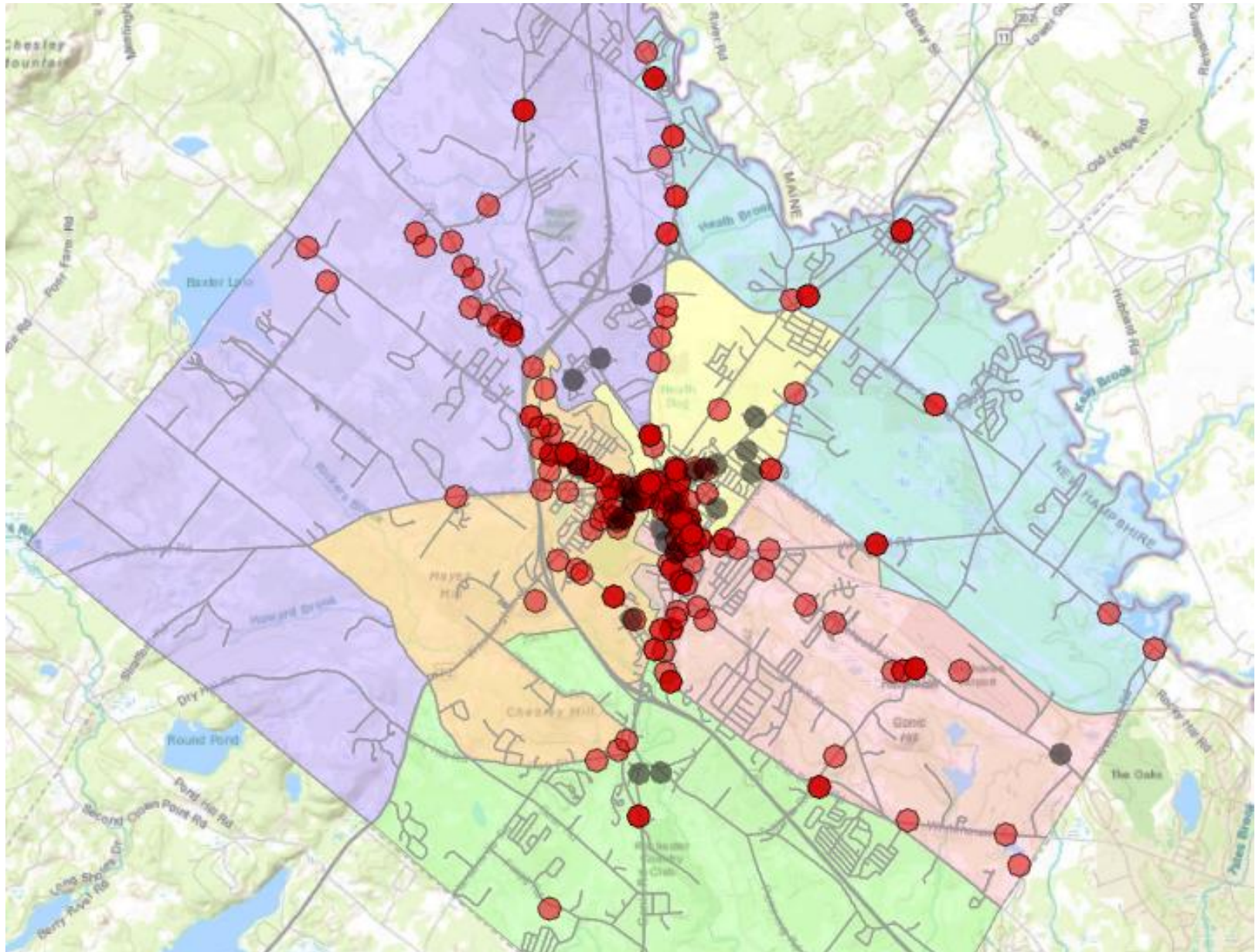
03/14/2019



# January 2019 Field Activities

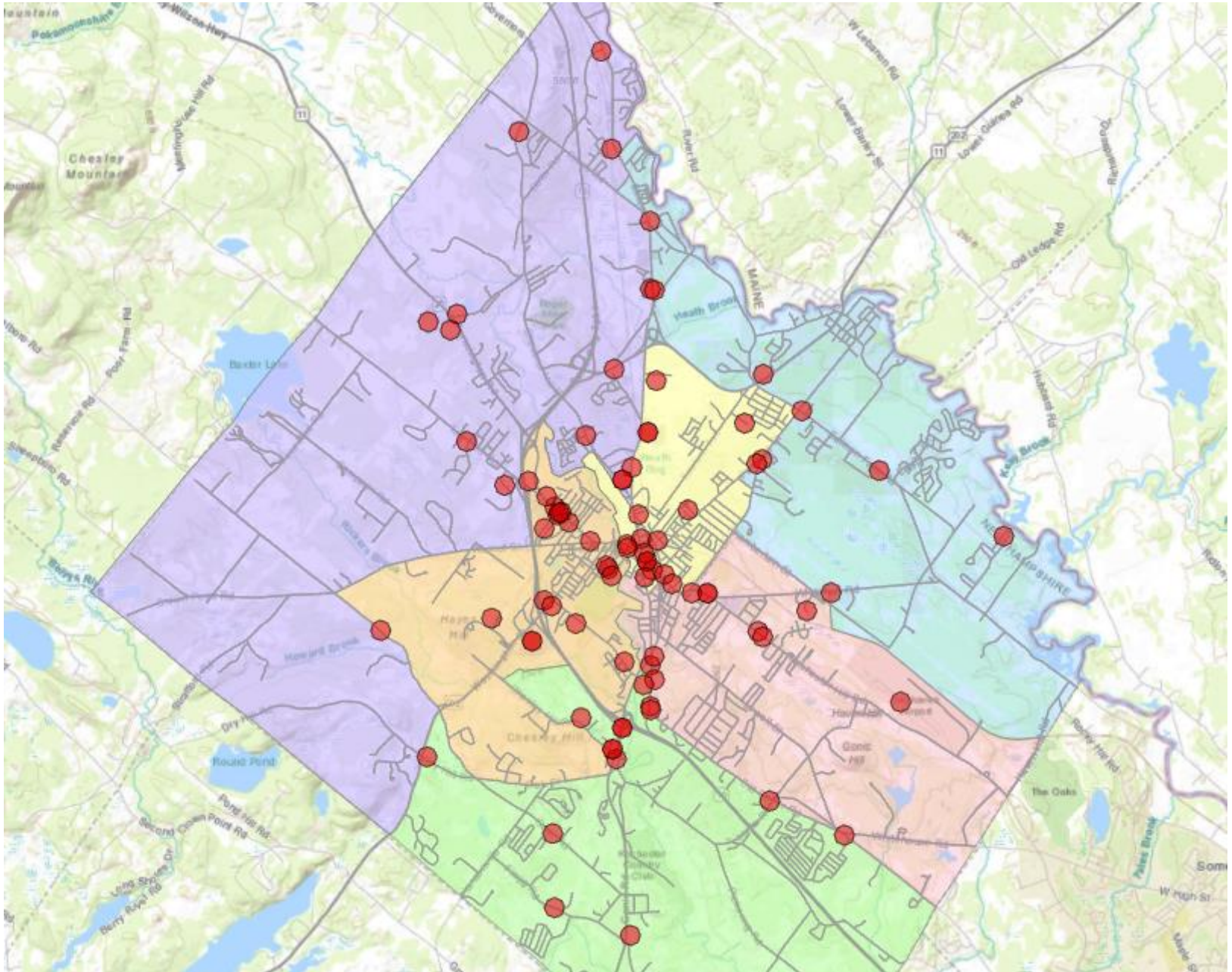
Specific Crimes	Jan-19	Jan-18	% Change	Dec-18	% Change	Nov-18	YTD 19	YTD 18	% Change	YTD 17
Traffic Stops	286	937	-69%	402	-29%	306	286	937	-69%	954
Arrests from Stops	17	30	-43%	15	13%	20	17	30	-43%	30
Summons	10	49	-80%	19	-47%	7	10	49	-80%	37
Warnings	252	827	-70%	347	-27%	267	252	827	-70%	882
No Action	7	24	-71%	17	-59%	9	7	24	-71%	10
Accidents	86	82	5%	90	-4%	110	86	82	5%	70
Summons from ACs	2	3	-33%	4	-50%	2	2	3	-33%	2
Arrests from ACs	7	8	-13%	5	40%	8	7	8	-13%	5
Field Interviews	8	4	100%	6	33%	2	8	4	100%	13
DWI	3	6	-50%	6	-50%	13	3	6	-50%	5
<i>Narcotics</i>	1	0	0%	1	0%	4	1	0	0%	1
<i>Alcohol</i>	2	3	-33%	5	-60%	9	2	3	-33%	4
DWI from Accidents	0	3	-100%	2	-100%	3	0	3	-100%	3

# January 2019 Traffic Stops and Drug Locations



# January 2019 Accidents

03/14/2019

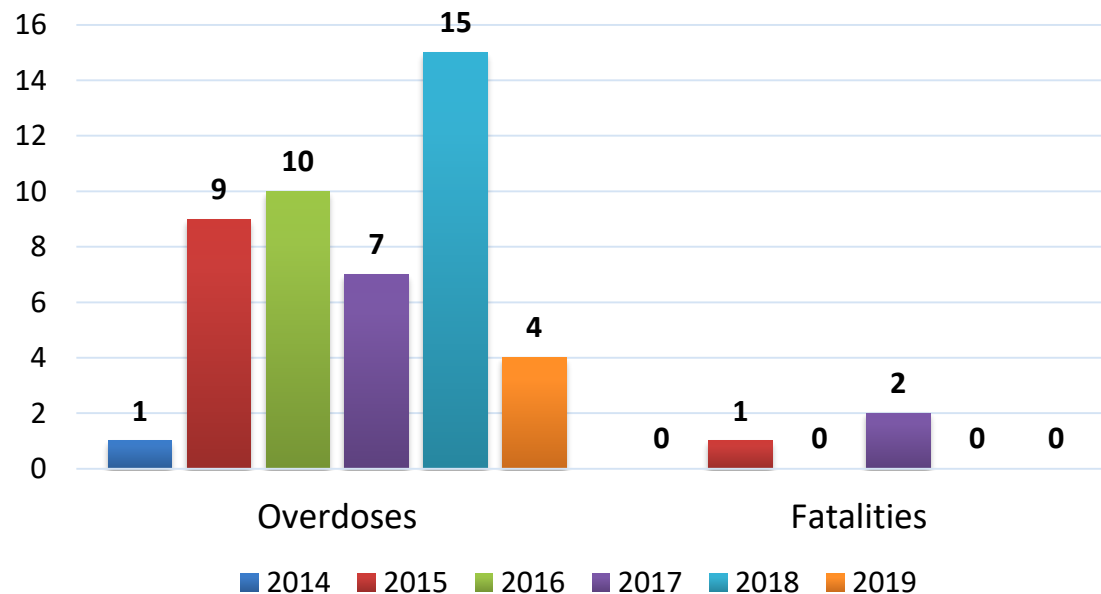


# January 2019 Property Crimes

All Incident Reports												
Specific Crimes	Jan-19	Jan-18	% Change	Dec-18	% Change	Nov-18	YTD 19	YTD 18	% Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Burglary	3	9	-67%	9	-67%	6	3	9	-67%	33%	11%	4
Shoplifting	26	16	63%	36	-28%	39	26	16	63%	100%	100%	28
Theft from a Building	11	20	-45%	10	10%	11	11	20	-45%	45%	15%	14
Theft from M/V (including Parts)	5	10	-50%	8	-38%	9	5	10	-50%	20%	10%	18
All Other Theft	5	8	-38%	5	0%	11	5	8	-38%	0%	0%	9
M/V Theft	8	4	100%	4	100%	4	8	4	100%	13%	0%	0
Vandalism	31	21	48%	31	0%	30	31	21	48%	55%	48%	37
<b>Total Property</b>	<b>86</b>	<b>79</b>	<b>9%</b>	<b>94</b>	<b>-9%</b>	<b>104</b>	<b>86</b>	<b>79</b>	<b>9%</b>	<b>39%</b>	<b>29%</b>	<b>106</b>
Arrests												
Specific Crimes	Jan-19	Jan-18	% Change	Dec-18	% Change	Nov-18	YTD 19	YTD 18	% Change			YTD 17
Burglary	1	1	0%	1	0%	0	1	1	0%			1
Shoplifting	26	16	63%	33	-21%	27	26	16	63%			18
Theft from a Building	6	3	100%	1	500%	3	5	3	67%			0
Theft from M/V (including Parts)	1	1	0%	1	0%	2	1	1	0%			0
All Other Theft	0	0	0%	1	-100%	2	0	0	0%			2
M/V Theft	1	0	0%	1	0%	0	1	0	0%			0
Vandalism	17	10	70%	12	42%	8	17	10	70%			14
<b>Total Property</b>	<b>50</b>	<b>30</b>	<b>67%</b>	<b>49</b>	<b>2%</b>	<b>42</b>	<b>50</b>	<b>30</b>	<b>67%</b>			<b>34</b>

# January 2019 Drug Offenses

All Incident Reports												
Specific Crimes	Jan-19	Jan-18	% Change	Dec-18	% Change	Nov-18	YTD 19	YTD 18	% Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Possession	7	9	-22%	10	-30%	14	7	9	-22%	114%	33%	16
Drug Events	11	N/A	N/A	N/A	N/A	N/A	11	N/A	N/A			N/A
Overdoses	4	15	-73%	9	-56%	9	4	15	-73%			7
Fatal	0	0	0%	1	-100%	2	0	0	0%			2
Total Drug	22	24	-8%	19	16%	23	22	24	-8%			25
Arrests												
Specific Crimes	Jan-19	Jan-18	% Change	Dec-18	% Change	Nov-18	YTD 19	YTD 18	% Change			YTD 17
Possession	8	3	167%	8	0%	15	8	3	167%			15



# January 2019 Violent Crimes

All Incident Reports												
Specific Crimes	Jan-19	Jan-18	% Change	Dec-18	% Change	Nov-18	YTD 19	YTD 18	% Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Homicide	0	0	N/A	0	N/A	0	0	2	N/A	0%	50%	0
Robbery	1	1	0%	2	-50%	1	1	1	0%	300%	100%	2
Aggravated Assault	2	4	-50%	9	-78%	11	2	5	-60%	100%	60%	4
<i>from DV*</i>	2	3	-33%	7	-71%	9	2	4	-50%	50%	50%	1
Simple Assault	28	45	-38%	32	-13%	36	28	46	-39%	54%	43%	35
<i>from DV*</i>	13	21	-38%	22	-41%	19	13	21	-38%	69%	52%	23
<b>Total Violent</b>	<b>31</b>	<b>50</b>	<b>-38%</b>	<b>43</b>	<b>-28%</b>	<b>48</b>	<b>31</b>	<b>54</b>	<b>-43%</b>	<b>126%</b>	<b>51%</b>	<b>41</b>
Arrests												
Specific Crimes	Jan-19	Jan-18	% Change	Dec-18	% Change	Nov-18	YTD 19	YTD 18	% Change			YTD 17
Homicide	0	0	N/A	0	N/A	0	0	0	N/A			0
Robbery	3	1	200%	1	200%	1	3	1	200%			1
Aggravated Assault	2	3	-33%	7	-71%	6	2	3	-33%			1
<i>from DV*</i>	1	2	-50%	4	-75%	4	1	2	-50%			1
Simple Assault	18	20	-10%	13	38%	28	15	20	-25%			18
<i>from DV*</i>	9	11	-18%	8	13%	13	9	11	-18%			10
<b>Total Violent</b>	<b>23</b>	<b>24</b>	<b>-4%</b>	<b>21</b>	<b>10%</b>	<b>35</b>	<b>20</b>	<b>24</b>	<b>-17%</b>			<b>20</b>

\*No minor cases (suspect or victim) count as Domestic Violence

# January 2019 Threshold

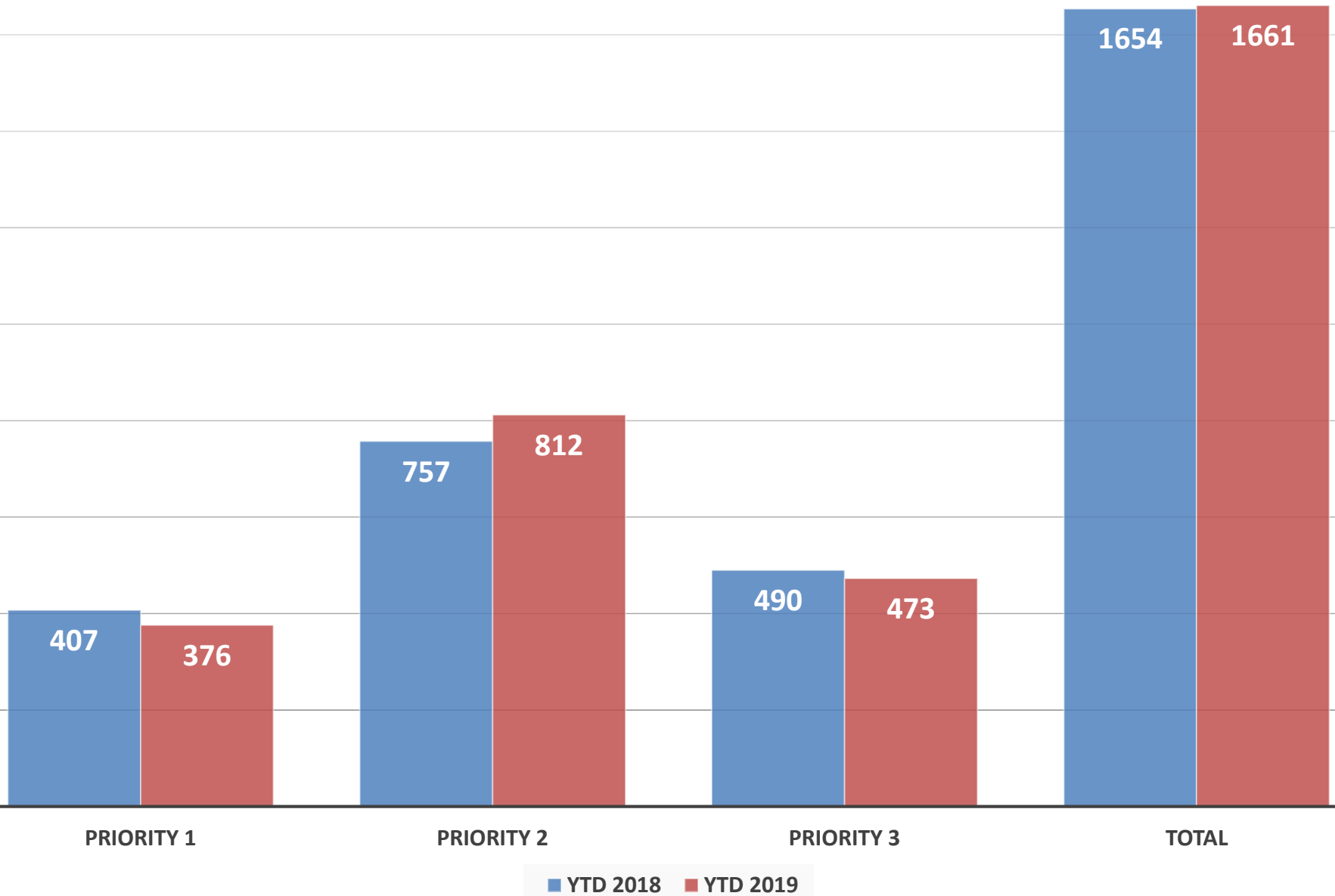
03/14/2019

Crime	Monthly Average	Normal Range	Current Month	Activity Level
Accidents	87	73-101	86	Normal
Traffic Stop	831	510-1153	286	Moderately Low
DWI	7	4-10	3	Moderately Low
Robbery	2	0-4	1	Normal
Aggravated Assault	6	3-9	2	Moderately Low
Simple Assault	40	32-48	28	Moderately Low
Burglary	9	6-13	3	Moderately Low
Shoplifting	26	19-32	26	Normal
Theft from Building	18	11-25	11	Moderately Low
Theft from MV	15	7-23	5	Moderately Low
MV Theft	3	1-5	8	Very High
Vandalism	36	28-44	31	Normal
Possession	16	10-22	7	Moderately Low
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Violent	48	38-57	31	Moderately Low
Property	124	96-153	86	Moderately Low

# Calls for Service 2018 v 2019

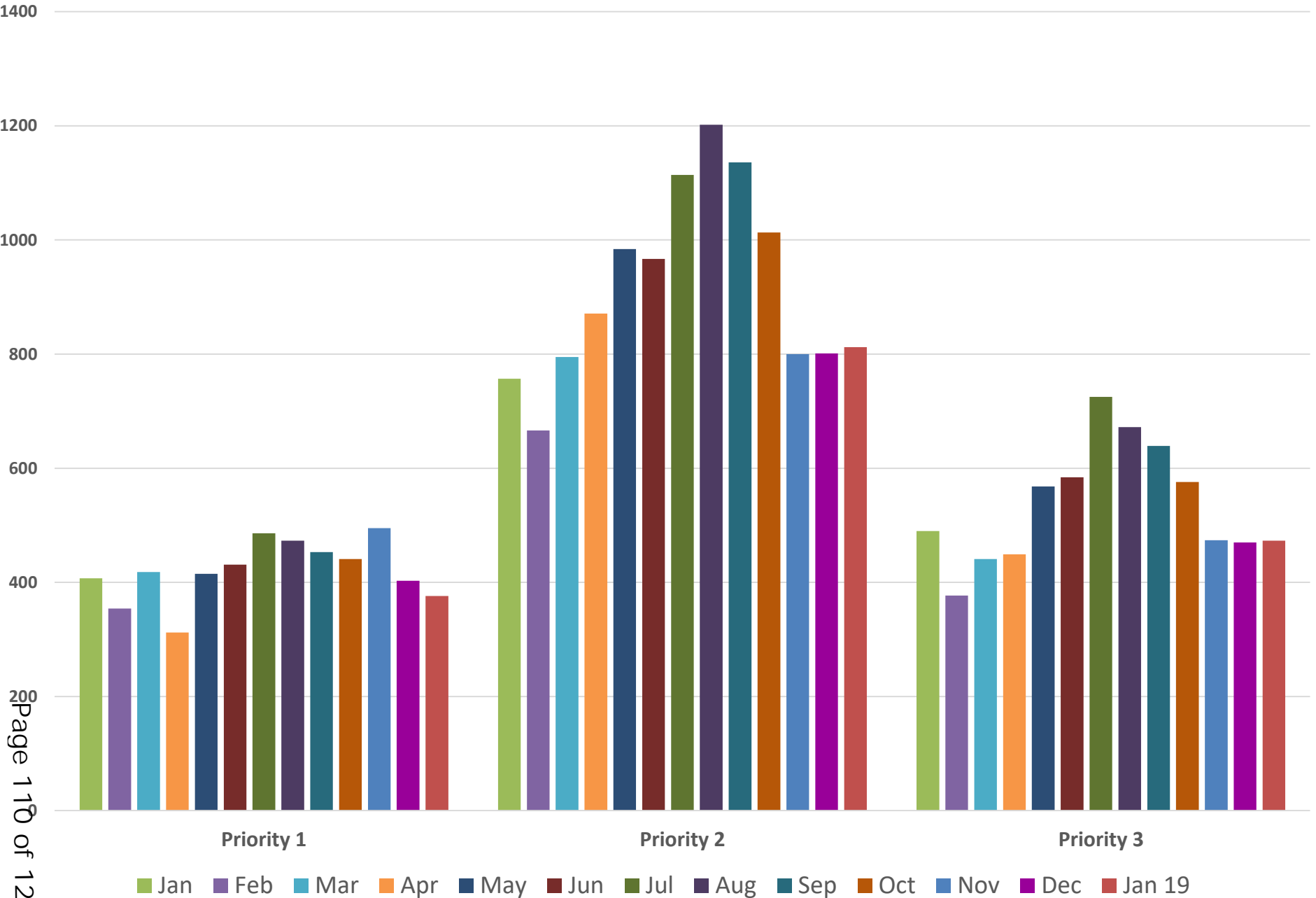
03/14/2019

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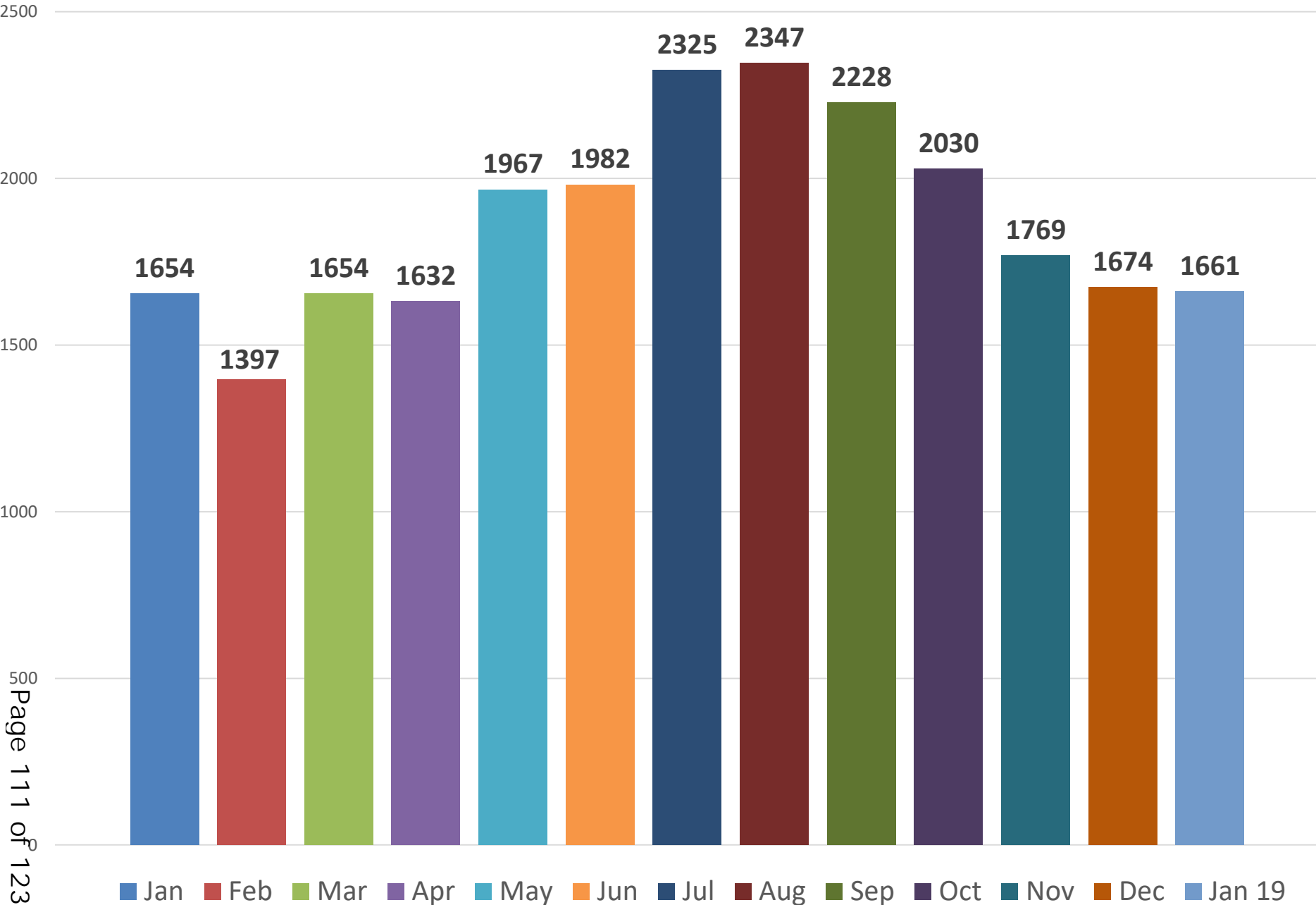
# YTD Calls for Service

03/14/2019



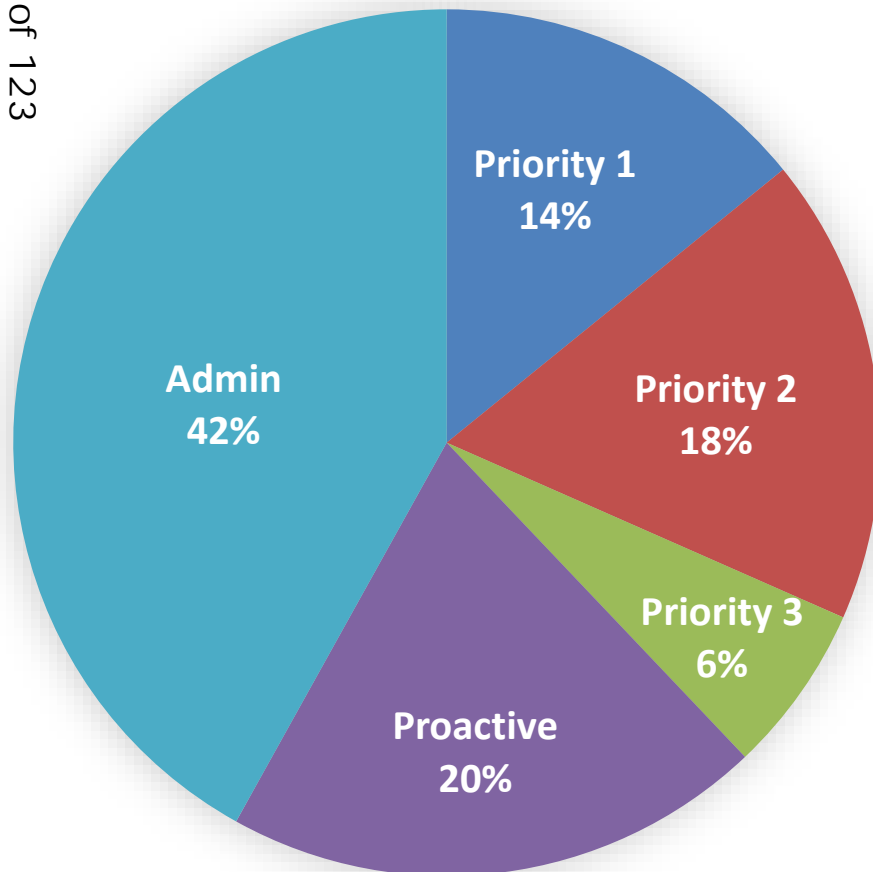
# YTD Total Calls for Service

03/14/2019

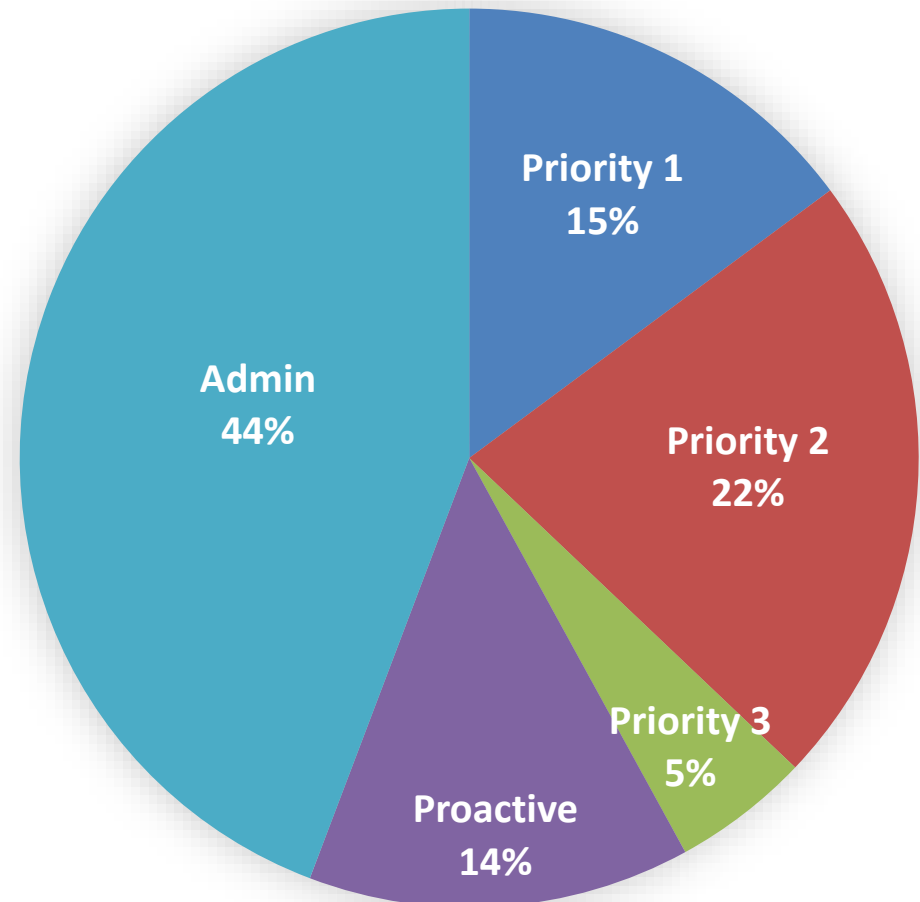


# January 2019 Manpower Hours

January 2018

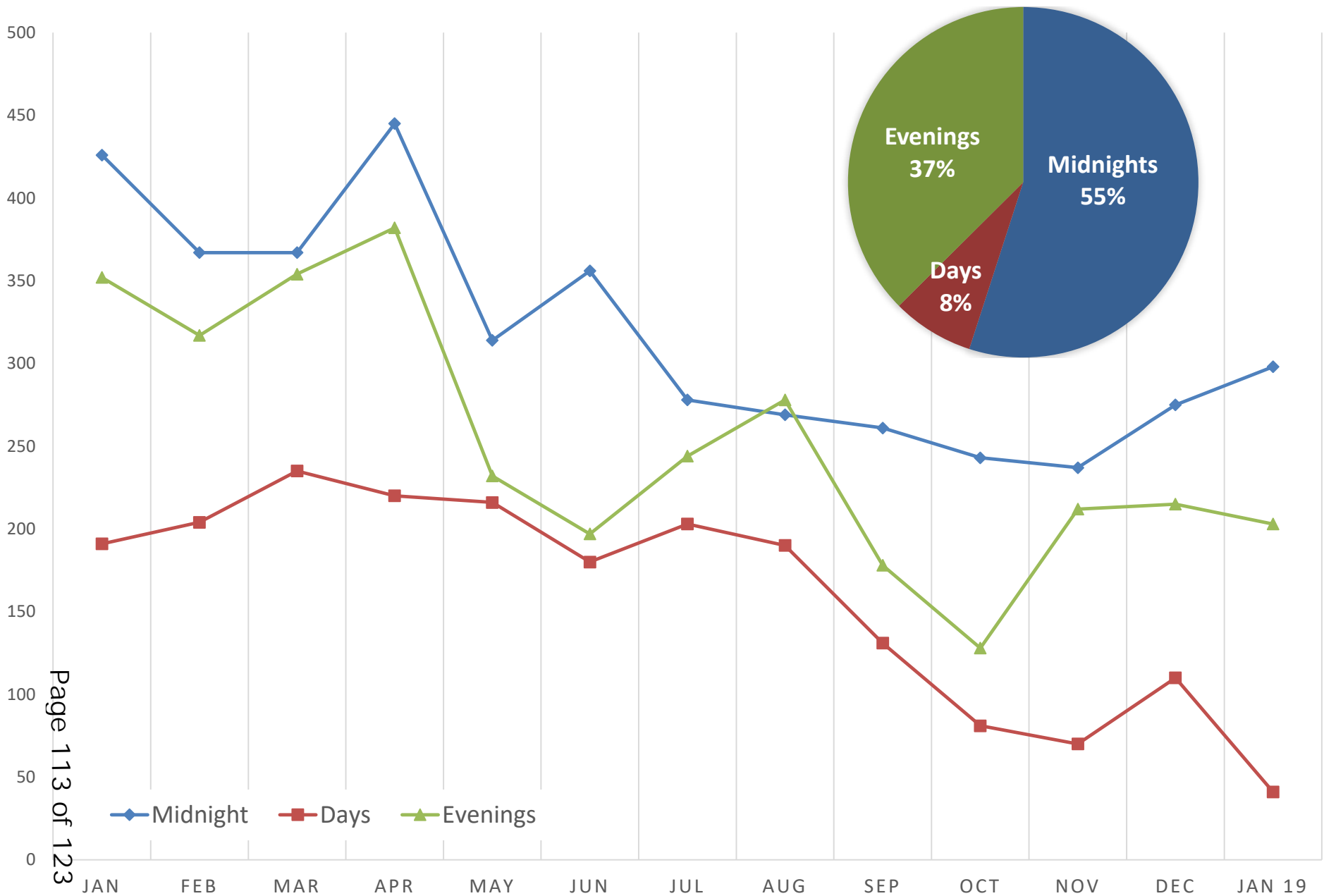


January 2019



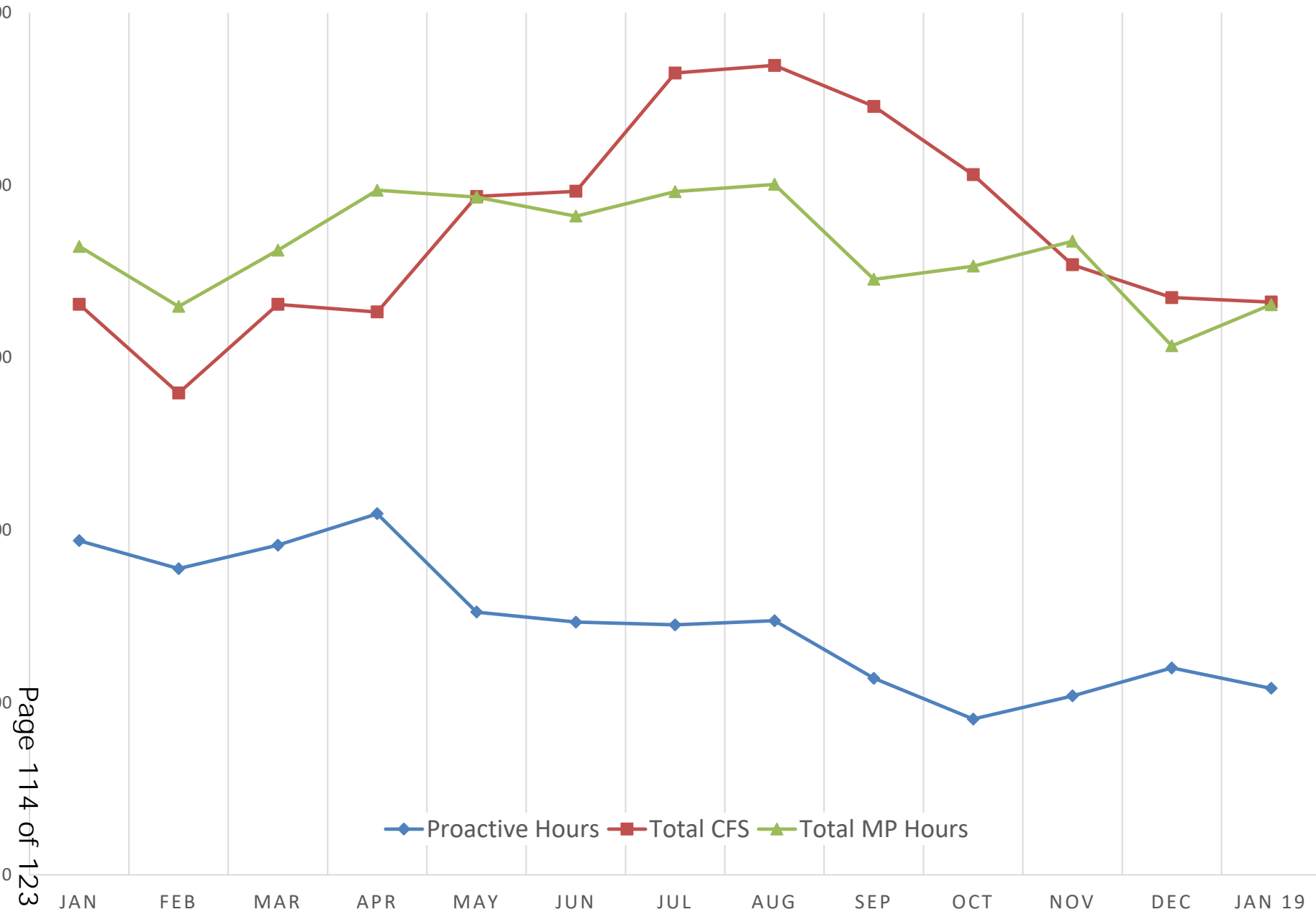
# January 2019 Proactive Hours

03/11/2019



# CFS v. MP Hours v. Proactive Hours

03/14/2019



◆ Proactive Hours ■ Total CFS ▲ Total MP Hours

# 2019 Response Time

	2018 YTD	2019 YTD	Percent Change	2017 YTD	Percent Change
Priority 1	13.98	16.54	18%	13.16	26%
Priority 2	52.16	49.4	-5%	36.5	35%
Priority 3	83.16	79.46	-4%	61.72	29%

**DV COMPSTAT****January 2019**

<b>Dates</b>	<b>9/1/18 – 9/30/18</b>	<b>10/1/18 – 10/31/18</b>	<b>11/1/18 – 11/30/18</b>	<b>12/1/18– 12/31/18</b>	<b>1/1/19– 1/31/19</b>	<b>Prior Verbal (PV)</b>	<b>YTD 2019</b>	<b>PV YTD</b>	<b>YTD 2018</b>
<b>Misdemeanor Arrests</b>	<b>16</b>	<b>16</b>	<b>15</b>	<b>12</b>	<b>21</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>12</b>
<b>Felony Arrests</b>	<b>3</b>	<b>1</b>	<b>4*</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>
<b>Verbal Cases</b>	<b>26</b>	<b>15</b>	<b>12</b>	<b>17</b>	<b>22</b>		<b>22</b>		<b>24</b>
<b>Total Cases</b>	<b>45</b>	<b>32</b>	<b>31</b>	<b>33</b>	<b>45</b>	<b>0</b>	<b>45</b>	<b>0</b>	<b>38</b>

**2019 FJC Clients**

<b>Month</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
New Clients	2 (20)					
	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
New Clients						

**2018 FJC Clients**

<b>Month</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
New Clients	13 (13)	18 (17)	6 (19)	6 (21)	8 (24)	5 (12)
	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
New Clients	2 (16)	5 (25)	2 (13)	3 (22)	2(17)	5 (10)

( ) Annotates clients that obtained services from one or more FJC partners but did not complete a full intake.



# Change Takes Time



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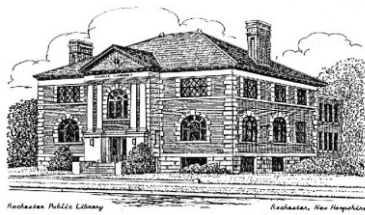
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City Clerk's Office

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**Rochester Public Library**  
**65 South Main St.**  
**Rochester, NH 03867**

03/14/2019

Main Desk: (603) 332-1428  
Reference: 335-7550  
Children's: 335-7549  
Fax: 335-7582  
[www.rpl.lib.nh.us](http://www.rpl.lib.nh.us)

## **MONTHLY REPORT**

### **February 2019**

There were a total of 15,371 items circulated with 12,129 people visiting the library in the month of February. One hundred eighty-five patrons used the library's Internet computers for 513 hours. Current number of patron registrations is 38,746. Interlibrary loan activity included 70 materials borrowed from other libraries and 213 loaned to other libraries.

Winter story times continued in the month of February. Seven story times were held throughout the month with over sixty-five children in attendance. The busy Children's Room staff also held a fun "Make-It and Take-It" program creating "Cardboard & Yarn Cats" with 23 enthusiastic children.

The Library was pleased to present the artwork of Bob Farrell during the month of February. Bob is a member of the Berwick Art Association, MODspoke, Wrong Brain and Blackbird Studio & Gallery. His art has been displayed at 100 Market Street, Artstream, Berwick Library, Gafney Library, DOO, Buoy, 2<sup>nd</sup> Landing, East Tower Gallery, and Gallery 280. A selection of abstract and surreal paintings were displayed on the main floor of the library throughout the month.

Library patrons and staff collected 21 bags of food for Gerry's Food Pantry throughout the month of February.

In addition to the print versions of available books, 285 of our library patrons downloaded 1,500 e-books to media devices through the library's web site this month. The RPL website also enabled 39 patrons access to the Mango Languages, Chilton, and Legal Forms databases along with 312 digital downloads from Hoopla.

Trustees meet on March 19<sup>th</sup> in the Rose Room of the library at 6pm.

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City Clerk's Office

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**City of Rochester Tax Collector's Office**  
**February 28, 2019**

Tax Year		Annual Warrant	Collected		Uncollected	
			Amount	%	Amount	%
2018	Warrant	63,834,824	60,966,041.75	95.51%	2,868,782.25	4.49%
2017		60,524,791	59,855,478.83	98.89%	669,312.17	1.11%
2016		58,196,003	57,758,074.63	99.25%	437,928.37	0.75%
2015		56,938,119	56,714,372.37	99.61%	223,746.63	0.39%
2014		55,068,779	54,947,951.14	99.78%	120,827.86	0.22%
2013		53,324,262	53,229,140.88	99.82%	95,121.12	0.18%
2012		50,952,912	50,896,663.86	99.89%	56,248.14	0.11%
2011		48,856,892	48,810,194.58	99.90%	46,697.42	0.10%
2010		47,308,832	47,269,191.50	99.92%	39,640.50	0.08%
2009		46,898,827	46,866,647.56	99.93%	32,179.44	0.07%
2008		46,522,769	46,501,180.14	99.95%	21,588.86	0.05%
2007		42,964,450	42,947,621.03	99.96%	16,828.97	0.04%
2006		40,794,160	40,782,410.46	99.97%	11,749.54	0.03%
2005		38,024,453	38,017,087.20	99.98%	7,365.80	0.02%
2004		36,065,496	36,057,439.13	99.98%	8,056.87	0.02%
2003		33,310,579	33,304,654.59	99.98%	5,924.41	0.02%
2002		29,725,878	29,720,692.63	99.98%	5,185.37	0.02%
2001		26,943,136	26,937,802.91	99.98%	5,333.09	0.02%
2000		25,415,248	25,411,043.45	99.98%	4,204.55	0.02%
1999		22,973,308	22,969,992.33	99.99%	3,315.67	0.01%
1998		30,592,529	30,587,901.82	99.98%	4,627.18	0.02%
1997		29,835,914	29,831,457.52	99.99%	4,456.48	0.01%
1996		27,726,424	27,722,073.99	99.98%	4,350.01	0.02%
1995		27,712,029	27,709,191.61	99.99%	2,837.39	0.01%
1994		26,989,803	26,987,206.62	99.99%	2,596.38	0.01%
1993		25,611,050	25,608,622.48	99.99%	2,427.52	0.01%
1992		24,746,736	24,744,940.64	99.99%	1,795.36	0.01%
1991		24,296,285	24,294,507.32	99.99%	1,777.68	0.01%
					<b>4,704,905.03</b>	

Tax Collector  
Doreen Jones, CTC

Online Citizen Self Service Totals FY 19		
Month	Total \$\$	# of Payments
July	\$ 70,642.36	32
Aug	\$ 25,303.24	16
Sept	\$ 3,047.61	7
Oct	\$ 28,402.05	5
Nov	\$ 48,552.23	14
Dec	\$ 123,132.45	117
Jan	\$ 161,311.48	229
Feb	\$ 93,687.34	177
<b>Totals</b>	<b>\$ 554,078.76</b>	<b>597</b>

Doreen Jones, CTC  
Tax Collector

**Rochester, New Hampshire**  
**Inter office Memorandum**

**TO:** Blaine Cox  
City Manager

**FROM:** Todd M. Marsh  
Director of Welfare

**SUBJECT:** Analysis of Direct Assistance for February 2019.

**DATE:** March 8, 2019

This office reported 107 formal interview notes for the month of December.

Voucher amounts issued were as follows:

	28 <u>Families</u> 8 new	14 <u>Single</u> 3 new
Burial .....	.00	650.00
Dental .....	.00	.00
Electricity .....	376.76	.00
Food.....	.00	.00
Fuel heating .....	.00	334.00
Mortgage .....	.00	.00
Prescriptions .....	.00	.00
Rent .....	4,048.50	3,290.21
Temporary Housing.....	2,043.00	525.00
Transportation .....	<u>140.00</u>	<u>.00</u>
<b>TOTAL</b>	<b>\$6,608.26</b>	<b>\$4,799.21</b>

This represents an average cost per case/family of \$236.00 and case/Individual of \$342.80 for this month.

Total vouchers issued: \$11,407.47

There was an increase of \$3,844.17 in assistance issued this month compared to February 2018. There was a decrease of \$902.18 in vouchers issued this month compared to last month.

We received reimbursements from the Interim Assistance Program SSI, State Medicaid and Personal Reimbursements totaling \$0

**NOTES**

Decreased family homeless shelter availability has resulted in increased temporary housing assistance (motels) until transitions to permanent housing or available homeless shelters.