



City of Laconia
Special Events Technical Review Committee
Wednesday, December 5, 2018 - 12:00 PM
City Hall Conference Room 200A

1. CALL TO ORDER
2. ROLL CALL
3. RECORDING SECRETARY
4. STAFF IN ATTENDANCE
5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS
6. CONTINUED PUBLIC HEARINGS, CONSIDERATION AND POSSIBLE VOTE Note: The Purpose Of This Agenda Section Is For The Board To Continue The Public Hearing For The Applicant And The Public To Provide Input. The Board May Also Deliberate The Application, Decide And Conduct A Final Vote At This Time.
7. PUBLIC HEARINGS, POSSIBLE CONSIDERATION AND VOTE Note: The Purpose Of This Agenda Section Is For The Board To Have A Presentation From The Applicant And Open A Public Hearing For The Public To Provide Input. The Board May Also Deliberate The Application, Decide And Conduct A Final Vote At This Time.
 - 7.1. PL2018-0100MC - 120 Endicott St N (PDF)
Temporary Parking

Documents:

[PL2018-0100MC - 120 ENDICOTT ST N.PDF](#)
8. OTHER BUSINESS
9. ADJOURNMENT

This meeting facility is ADA accessible. Any person with a disability who wishes to attend this public meeting and needs additional accommodations, please contact the department at (603) 527-1264 at least 72 hours in advance so necessary arrangements can be made.



SPECIAL EVENT Application

Application # PL2018-0100mc
 Fees Paid \$ 250.00
331302

RECEIVED
 Receipt Stamp
NOV 05 2018
 Planning/Zoning
 City of Laconia

- Event Approved Prior Year
 Revised Event
 New Event

A. PROPERTY INFORMATION: If more than 1 lot is used, please list each parcel identification number below:

Street Address 120 Endicott St N
 Business Name: E-Z Park
 **Property Owner(s): Ken Smith
 Mailing Address: 96 Old Turnpike Rd. Epsom NH 03234

 Emergency Contact Person: Ken Smith
 Emergency Phone #: (603) 724-4197
 E-Mail: lmakcs@aol.com
 Non Profit ID #: (501C-3 Required): _____
 Park Approvals, if Required: _____
 Certificate of Liability (if held on city property/street): _____
 Tent Size & Occupancy: _____
 Number of Food Vendors, Space #: _____
 Loudspeaker Hours, if requested, per Section 161-2: _____

Number Acres Total: 1/2
 Date(s) of Event: 6/8-6/16/17 Times: 8AM TO 11PM
 Type of Event: Bike Week Boat Show
 Car Show Carnival/Amusements Concert
 Craft Fair/Flea Market Exhibit Exposition
 Festival Outdoor Market Parade
 Pyrotechnic Display Swap Meet
 Other: PARKING
 # of Vendors: _____ Vending Hours: _____
 Parking: # Spaces & Sq Footage: 30 / 6000

To Be Filled Out By City:
 Zoning District(s): CR
 Current Land Use(s): SFR
 Map 156 Street 252 Lot 2

B. PARTIES INVOLVED - Will receive Notices of Action

APPLICANT	AGENT
KEN SMITH	
Address:	Address
120 ENDICOTT ST N	
LACONIA NH 03246	
Phone (603) 724-4197	Phone:
Cell Phone: (603) 724-4197	Cell Phone:
Fax:	Fax:
email: LMAKCS@AOL.COM	email:

**** If the applicant does not reside or have a place of business in the City of Laconia, the property owner who does shall be authorized to and agree to accept notices or summonses with respect to violations of law.**

**City of Laconia, New Hampshire
Application for Special Event**

C. PROPOSAL DESCRIPTION - Use the space following to write a brief description of the development proposal and how it will affect the existing use of the property. Please describe any special features on the site. List type of merchandise to be sold by any vendors. If city streets/highways are being used, attach map showing route, along with temporary traffic order.

TEMPORARY PARKING

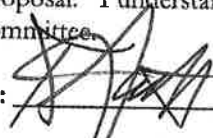
D. ENTERTAINMENT PROPOSED: List all specific entertainment uses, and if loudspeaker is proposed, as defined by the City Code, Section 161-2, i.e. bands, dancing, games of chance, performance, exhibit, or entertainers. List proposed hours of use for any loudspeakers. These uses must be approved by the Special Events Committee.

E. CHECKLIST (See Attached Sheet):


Use the attached checklist to include all information in your application, and to ensure your application is complete.

F. APPLICATION AUTHORIZATION

I hereby make application to the City of Laconia for the above-referenced property(s) and the development as described. To the best of my knowledge, the information provided herein is accurate and is in accordance with Chapter 195 of the Laconia City Ordinances. The Special Events Committee and/or City employees are authorized entrance to the property(s) for purposes of reviewing this proposal. I understand that I, or my agent, is responsible for appearing for any and all meetings before the Special Events Committee.

Signature of Property Owner:  _____ Date: 11/5/18

Property Owner: Printed Name: KEN SMITH

Signature of Applicant:  _____ Date: 11/5/18

Applicant: Printed Name: KEN SMITH

Please submit your completed application to: **Planning Department, 45 Beacon St. East, Laconia, NH 03246**

Tel: 603-527-1264 Fax: 603-524-2167 Email: planning@laconia.nh.gov

City of Laconia, New Hampshire Application for Special Event

Plan Checklist

Special Events Applications shall submit 1 copy of a plan along with the information from the check list.
Motorcycle Week

Applications require 10 copies of the application, site plan, check list, and the appropriate fees.

Site plan must be drawn to scale, using: 1" = 10', 1" = 20', 1" = 30', 1" = 40', or 1" = 50' scale. (If an existing recorded site plan or survey plan of the property exists, it shall be used for submission if the scale meets the requirements.

Subdivision plans or scaled tax maps may be used as a base plan provided they meet the scale requirements.) **Please indicate if the required information is included; if not, note on the list below when we should expect it.**

- Title block with the following information: plan purpose, property address (must include street number, & property owner)
- Preparer of plan (if applicable) with date of plan and any revision dates
- North arrow
- Plan scale, including a bar scale as indicated above
- Name & local phone number(s) of person responsible for managing the site **To be submitted on:**
- Existing property lines
- Existing streets & street names abutting the property
- Size, location, & use of existing permanent structures
- Size, location, & use of proposed temporary structures, with the structure setbacks shown on the plan
- Size, location, & number of proposed vending sites, including those within any structures – all sites must be numbered; all sq footage is to be indicated
- Size, location, & use of existing access, driveways & parking areas
- Size, width, surface material & location of any proposed temporary access, driveways, & parking areas, including number of parking spaces
- ATM's (all locations must be indicated on the plan)
- Location & number of existing & proposed trash disposal facilities, along with contracts **To be submitted on:**
- Copies of solid waste & sanitary facility maintenance contracts **To be submitted on:**
- Location, type & number of existing & proposed restroom facilities
- Location & type of existing & proposed water supply
- Certificate of Insurance **To be submitted on:**
- Method & number of private security guards or police on the property **To be submitted on:**
- Location & type of any entertainment areas planned on the site; number of persons to be accommodated
- Location, type & number of any portable or permanent fuel supply on site (**MUST** be shown on plan) **To be submitted on:**
- Location & type of existing & proposed electrical supply **To be submitted on:**
- Size & location of parking areas for visitors & employees
- Location & width of any existing or proposed driveways or fire lanes to be used for emergency access



"We're No. 1 in the No. 2 Business"

P.O. Box 221
Old Orchard Beach, ME 04064

PROPOSAL

TO: Smith Kenneth
ATTN: Ken
98 Old Turnpike Road
Epsom, N.H. 03234

PHONE: 603-736-8333
FAX: 603-736-8005

Subject: Portable Toilet Services For Bike Week

We hereby submit specifications and estimates for:

Standard Unit(s) \$95.00 Per Unit	
Extra Cleanings @\$25.00 Per Unit Per Trip	\$ 95.00

Prices include: Delivery, Set Up, Paper Goods, Deodorization, Disposal and Pick Up

We hereby propose to furnish material and labor - complete in accordance with the above specifications, for the sum of:
Dollars (

Payment to be made as follows:

C.O.D.

All material is guaranteed to be completed in a professional manner according to standard practice. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: 11/5/2018

Authorized Signature: 

The Customer Agrees To Pay For Any And All Damages To Or Loss Of Portable Sanitary Facilities, As Insurer Of Cause Or Fault, Except For Reasonable Wear And Tear While At Site Address.

**Must sign and fax back to (207)-934-1723. A representative from Blow Bros. office will contact you for completion of your detailed order.*

Note: The Proposal may be withdrawn by us if not accepted within _____ 30 _____ Days.

Signature: 
Steven Blow, Owner

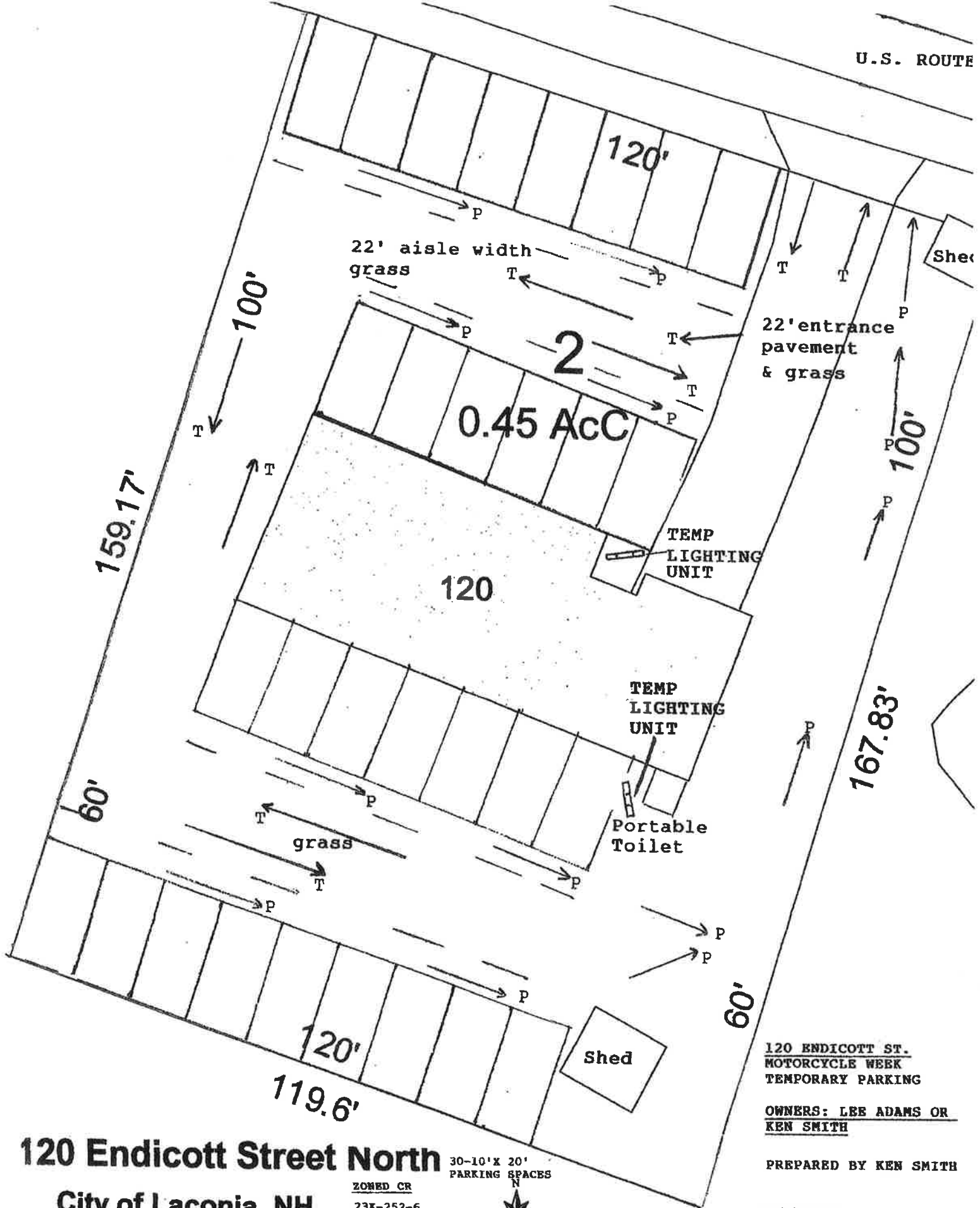
Signature: _____

I, KEN SMITH, OWNER OF 120 ENDICOTT ST N WEIRS BEACH NH
AGREE TO REMOVE ALL GARBAGE FROM MOTOR-CYCLE WEEK
AND DISPOSE OF AT HIS OWN COST.

SECURITY FOR THE PARKING WILL BE PROVIDED BY KEN SMITH .

A handwritten signature in black ink, appearing to read 'Ken Smith', is written over a horizontal line. The signature is stylized and somewhat illegible.

KEN SMITH



120 Endicott Street North

City of Laconia, NH
Scale: 1 inch = 20 feet

30-10' X 20'
PARKING SPACES
ZONED CR
23K-252-6
P-PEDESTRIAN CIRCULATION
T-TRAFFIC FLOW



— = 20'

120 ENDICOTT ST.
MOTORCYCLE WEEK
TEMPORARY PARKING

OWNERS: LEE ADAMS OR
KEN SMITH

PREPARED BY KEN SMITH

LOCATION
120 ENDICOTT ST
WEIRS BEACH NH

LOT MANAGERS
LEE ADAMS OR KEN SMITH