



Application #: PL2022-0018  
 Fees Paid: \_\_\_\_\_  
 Check #: \_\_\_\_\_  
 Receipt #: \_\_\_\_\_

**SPECIAL EVENT APPLICATION**

RECEIVED

FEB 16 2022  
 Planning/Zoning  
 City of Laconia

New Special Event

Special Event Renewal (No Changes)

Name of Event: Wake the lake

Type of Event: Block Party

Date(s) of Event: May 18-20 Time of Event: Fri 5pm - SAT - SUN 5pm

Tax Map/ Lot # (s): 145/127/34 Zoning District (s): CR

Street Address: Lakeside Ave

Number of Parking Spaces: ALL Number of Vendors: 20 Number of Tents and Sizes: 20 - 10x10

Parks Approval: N/A Loudspeaker Hours: 11am-1am Non-Profit (501C-3) ID #: \_\_\_\_\_

Detailed Description of Event: Outdoor Block Party with Live Bands & DJ's

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.










Sign as appropriate (If agent or non-person please attach certification)

	APPLICANT	AGENT	PROPERTY OWNER
Printed Name:	<u>[Signature]</u>	_____	_____
Signature:	<u>[Signature]</u>	_____	_____
Date:	<u>2/14/22</u>	_____	_____

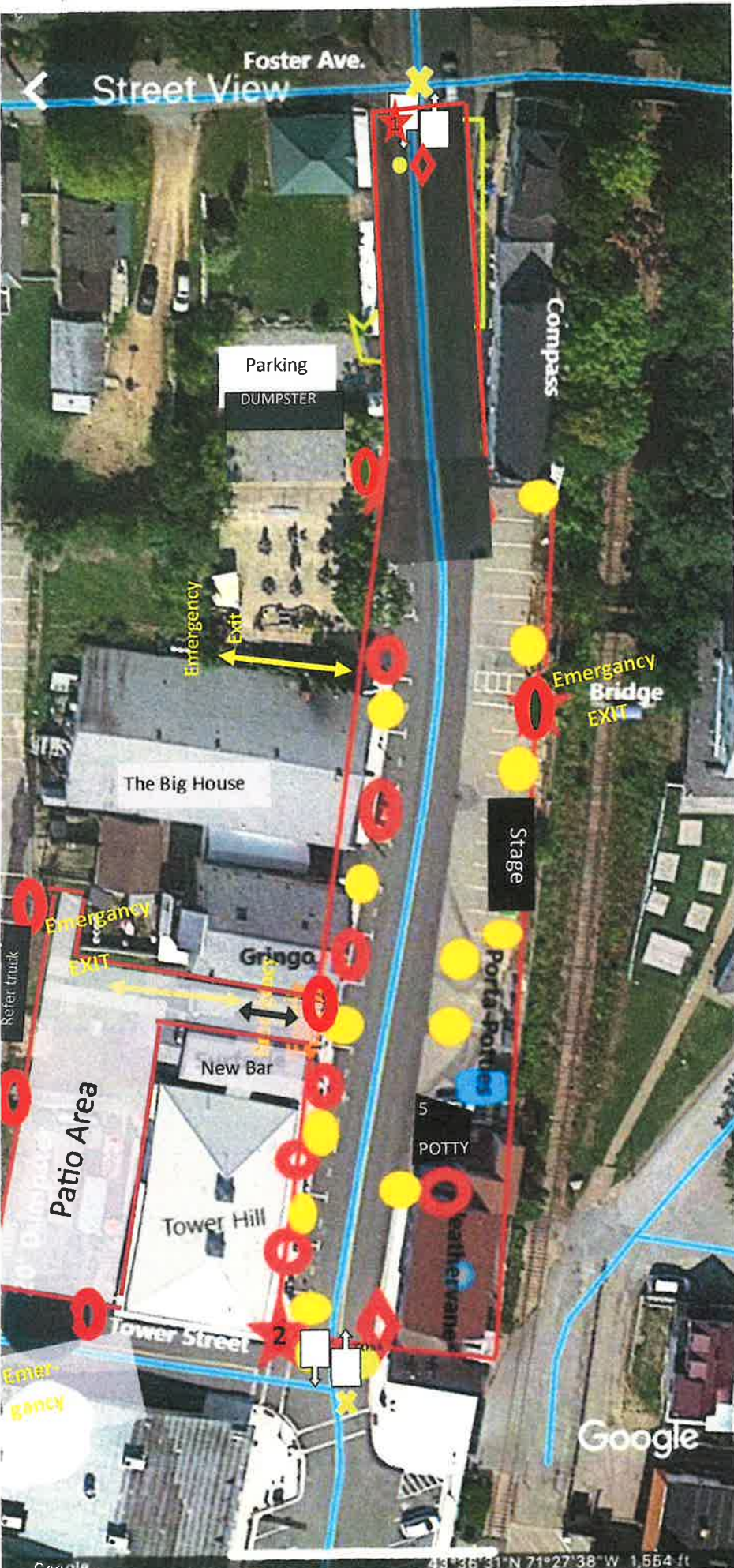
**DUE AT SUBMISSION:**

- ALL FEES
- COMPLETED APPLICATION CONTACT WORKSHEET
- COMPLETED CHECKLIST FOR EVENT
- 10 COPIES OF ENTIRE SPECIAL EVENT APPLICATION AND SUPPORTING DOCUMENTATION

# Weirs Beach Festival Layout 2022

-  Security Checkpoint
-  Private Business Security
-  Event Security
-  Bicycle Fence/Barrier
-  Event Perimeters
-  Entrance/Exit
-  No Traffic Past This Point
-  Location of trash barrels (Min. of 14)
-  Location of Reflective Barrels (Min. of 4)

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City of Laconia



Location of the stage and 5 portable toilets is noted on the map. 20' Dumpster located **Next to the big house**. Event staff is responsible for trash removal. Emergency exit will be located behind the new bar into church lot.

Police Detail will be on duty: Friday from 5pm to 1am, Sat. 9am to 1am, and Sunday from 9am to 5pm. Egress 1: 8' (entire sidewalk). Egress 2: 5' 8 1/2" (staircase). Egress 3: 11' (sidewalk entrance).



Oct 28-30




Sept 17-19

May 18-20



# Weirs Beach Festival Vendor Spaces 2022



-  -Vendor Space
-  -Bar
-  -Port-o-Potty

21+ Event  
Sidewalk, parking spaces & street used for consumption of alcohol.





DEPT OF PLANNING, ZONING & CODE  
SPECIAL EVENTS REVIEW COMMITTEE  
☎ 603.527.1264  
☎ 603.524.2167

**SPECIAL EVENT REVIEW COMMITTEE  
APPROVAL FOR  
WAKE THE LAKE BLOCK PARTY  
MEETING OF APRIL 7, 2021**

Anthony Santagate  
P.O. Box 5412  
Laconia, NH 03247

**Re: Wake the Lake**

To Whom It May Concern:

In accordance with Chapter 195 of the City Code, this notice is to certify that on April 7, 2021 the City of Laconia's Special Event Review Committee voted to grant approval of the Application 2021-0029SE Wake the Lake Block Party May 21-23, 2021 as shown on the application received on March 18, 2021 with the following conditions:

Conditions for 2021 from Council:

- Based on 2019 plans, sites/properties will be at approximately 50% capacity/number of vendors WITH 15 feet between vendor tents/setup.
- No Beer Tents
- No additional outdoor stages. Some one that has a full season outdoor license is okay.
- Additional outside seating areas/tents are okay, but no additional bars or bar areas. Liquor license needs to show the outdoor expansion approval. People eating or drinking need to be seated per latest COVID rules.
- Each vendor tent needs a sanitizing station. Out front/obvious.
- Each vendor's license needs to be obviously displayed (to help licensing confirm/monitor).
- Last minute applications not accepted. Must apply by deadline for June 2<sup>nd</sup> meeting.  
(\*Deadline is May 21, 2021)

Licensing Conditions:

- Property owner must provide a list of vendors to the Licensing Clerk no later than June 1st. List must contain business name with contact information and location. Property owner must notify Licensing Clerk if they have any new vendors that are not on their approved list.
- Property owner must pick up approved Vendor Licenses from Licensing Clerk to distribute to Vendors upon their arrival and set up.

Additional Conditions:

1. Bicycle fencing will be used to enclose the area and to create an eight foot buffer with two rows of fencing.
2. Event is 21 years and up.
3. No glass containers will be allowed outside
4. Drinks cannot be brought from one establishment to the other.
5. Color coded cups will be required for vendor location selling drinks to be consumed outside.
6. If vendor does not acquire an extended license from the state they must post signage at entrance and exit that drinks are not to leave the establishment.

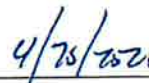
- 7 Security plan and layout must be complied with unless otherwise approved by the Laconia Police Department and Fire Department IN WRITING or event will be shut down.
8. Color code cup assignment must be sent to the Laconia Police, Fire, and Planning Department by May 3, 2021
9. Only Tower Hill agrees to sell cans outside. All other establishments will use the assigned color coded cups.
10. Security detail is to ensure that all alcohol is removed by 1:30 AM
11. List of who plans to extend or has the ability to extend (their liquor license) need to be provided to the Planning Department by May 3, 2021.
12. Loud speaker hours are until 11PM unless otherwise authorized by City Council or the City Manager
13. Applicant is required to pay for a one officer police detail from the Laconia Police Department during the day and a two officer police detail from the Laconia Police Department during the evening.
14. Event staff is responsible for trash removal.
15. Dumpster from event to be removed by May 24, 2021
16. Inspection of the compound area is required prior to opening on Friday May 21, 2021. Occupancy will be based on site inspection and the temporary assembly permit will be issue after the inspection has been completed.
17. Exit calculations are based on the widths proposed by the sponsor and must remain as clear width openings the entire event. The emergency exit between Surfside and the Crazy Gringo shall be staffed by security. Any fencing across this exit shall be designed to be rapidly removed in the event it is needed.
18. Fire extinguishers are required at stage and all significant outside bar areas. (This does not include beer tubs or small bar areas.)
19. Any portable or enclosed food vending sites shall meet the requirements of the State of New Hampshire and Laconia Appendix A and B.
20. Security personnel must monitor all access points to ensure a proper count is maintained. The sponsor's security team shall be required to use digital counters (in and out) to ensure an accurate count. Minimum of two people at each Entry Control Point counting and checking identification.
21. Certificate of Liability must be obtained and provided to the Planning Department by May 3, 2021
22. Road closures to start at 9AM on Friday and reopen at 5PM on Sunday.
23. Number of Firefighters/EMTs as required by Laconia Fire Department.
24. Laconia Police Department detail, with on-site supervisor, will be adjusted as necessary.
25. Coordinate with Department of Public Works and Laconia Police Department for road closure signs and barricades needed.
26. Porto-pottie contract must be provided to the Planning Department by May 3, 2021
27. Coordinate with Fire Department for Assembly and Egress checks prior to start of event
28. Permission letter from the owner of Market Place for use of the stairs as emergency exit.

The Special Event Review Committee enforces the above-stated land use approval. The SERC has the authority to suspend an approval at any time and impose fines up to \$500 per violation per day if the site does not comply with the approved plan and conditions of approval under Section 195-10 of the Special Events Ordinance.

Have a safe event,



Robert Mora, Assistant Planning Director



Date