



Application #: \_\_\_\_\_  
 Fees Paid: \_\_\_\_\_  
 Check #: \_\_\_\_\_  
 Receipt #: \_\_\_\_\_

**SPECIAL EVENT APPLICATION**

New Special Event

Special Event Renewal (No Changes)

Name of Event: LACONIA MOTORCYCLE WEEK  
 Type of Event: MOTORCYCLE WEEK PARKING (PAID)  
 Date(s) of Event: 6/10/22-6/19/22 Time of Event: 07:00-00:00 DAILY  
 Tax Map/ Lot # (s): 182-248-5 Zoning District (s): CR  
 Street Address: 1089 WEIRS BLVD  
 Number of Parking Spaces: 93 Number of Venders: NA Number of Tents and Sizes: NA  
 Parks Approval: NA Loudspeaker Hours: NA Non-Profit (501C-3) ID #: NA  
 Detailed Description of Event: PAID PARKING IN ACCORDANCE WITH ATTACHED SITE PLAN.

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>CYNTHIA MARRIS</u>	<u>STEPHANIE CROWLEY</u>	<u>CYNTHIA MARRIS</u>
Signature:	<u>Cynthia Maris</u>	<u>Stephanie Crowley</u>	<u>Cynthia Maris</u>
Date:	<u>2/17/22</u>	<u>2/17/22</u>	<u>2/17/22</u>

**DUE AT SUBMISSION:**

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



## City of Laconia Special Event Checklist

- Site plan must be to scale, using: 1" = 10', 1" = 20', 1" = 30', 1" = 40', or 1" = 50' scale.
- Title block with the following information: plan purpose, property address (must include street number, & property owner)
- North arrow
- Plan scale, including a bar scale as indicated above
- 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
- N/A*  Size, location, & number of proposed vending sites, including those within any structures NOTE: All sites must be numbered, and 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: **INCLUDED**
- Location, type & number of existing & proposed restroom facilities
- N/A*  Location & type of existing & proposed water supply
- Certificate of Insurance  To be submitted on: **INCLUDED**
- Method & number of private security guards or police on the property  To be submitted on: **INCLUDED**
- N/A*  Location & type of any entertainment areas planned on the site; number of persons to be accommodated
- N/A*  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



February 14, 2022

Naswa Resort  
1086 Weirs Blvd  
Laconia NH 03246

Attn: Stephanie Crowley

Casella Waste is your current provider for Trash + Recycling services at the Naswa.

We will also provide you with additional service for Bike week in June 2022.

Casella provides these services from our Belmont NH dispatch.

Please contact me with any questions or assistance.

Thank you,

Debbie Arrington  
Casella Waste  
978-817-3367 or [Debbie.Arrington@Casella.com](mailto:Debbie.Arrington@Casella.com)

**United Site Services Northeast, Inc.**

239 Neck Road  
Haverhill, MA 01835  
Toll Free: 800-442-1286  
Local: 978-372-0427  
Fax: 978-372-2190



**Salesperson Contact**

Crystal A. Tillman  
Mobile:  
Office: 1-800-864-5387 x72216  
Fax:  
Crystal.Tillman@unitedsiteservices.com

**Site Service Quotation**

Quote No.: 414-2325581

Quote Date: 02/16/22

Quote Expires: 03/18/22

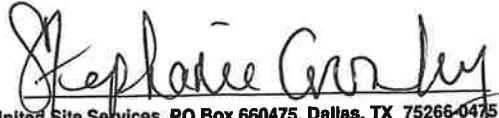
Sell To: NASWA RESORT  
Stephanie Unknown  
1086 WEIRS BLVD  
LACONIA, NH 03246

Ship To: NASWA RESORT  
1086 WEIRS BLVD  
LACONIA, NH 03246

Cust. #: USS-1129337  
Phone: 603-366-4341

Attn: James Lowell  
Phone: 603-630-2354  
Terms: Recurring CC

Item	Unit	Quantity	From	Thru	Unit Price	Total Price
<b>Deluxe Restroom</b>	EA	4	06/09/22	Indef	145.15	580.60 per billing cycle
Hand Sanitizer Refill	EA	4	06/09/22	Indef	35.00	140.00 per billing cycle
<b>Per Billing Cycle Subtotal</b>						<b>720.60</b>
Miscellaneous Service - Mon	EA	4	06/13/22	06/20/22	41.30	165.20 one time
Miscellaneous Service - Wed	EA	4	06/15/22	06/15/22	0.00	0.00 one time
Miscellaneous Service - Fri	EA	4	06/17/22	06/20/22	41.30	165.20 one time
Delivery, Setup, Removal	EA	4	06/09/22	06/20/22	82.50	330.00 one time
<b>One Time Subtotal</b>						<b>660.40</b>
<b>Deluxe Restroom Subtotal:</b>						<b>1,381.00</b>

Accepted: 

Date: 2/16/2022

Total: 1,381.00

Remit To: United Site Services, PO Box 660475, Dallas, TX 75266-0475  
NOTE: Total prices have been calculated for 1 billing period only. Damage Waiver is optional. Please read the terms and conditions on the last page of this document for more information.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
02/15/2022

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> K&K INSURANCE GROUP, INC. P.O. BOX 2338 FORT WAYNE, IN 46801	<b>CONTACT NAME:</b> LEISURE <b>PHONE (A/C, No, Ext):</b> 877-355-0315 <b>FAX (A/C, No):</b> 260-459-5990 <b>E-MAIL ADDRESS:</b>													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: NATIONAL CASUALTY COMPANY</td> <td>11991</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: NATIONAL CASUALTY COMPANY	11991	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:
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INSURER D:														
INSURER E:														
INSURER F:														
<b>INSURED</b> NASWA MOTOR INN, INC. (KR-SP-1) 1086 WEIRS BLVD LACONIA, NH 03246														

### COVERAGES

CERTIFICATE NUMBER: C137731

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>LIQUOR LIMITS - \$1,000,000/\$2,000,000 AGG</b> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:			KKO0000026226900	2/1/2022 12:01 AM	2/1/2023 12:01 AM	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea Occurrence)	\$300,000
							MED EXP (Any one person)	EXCLUDED
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$5,000,000
							PRODUCTS - COMP/OP AGG	\$5,000,000
							LEGAL LIAB TO PARTICIPANTS	
							PROFESSIONAL LIABILITY	
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			KKO0000026227100	2/1/2022 12:01 AM	2/1/2023 12:01 AM	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
A	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION			XKO0000026227200	2/1/2022 12:01 AM	2/1/2023 12:01 AM	EACH OCCURRENCE	\$1,000,000
							AGGREGATE	\$1,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below <input type="checkbox"/> Y/N	N/A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	
							E.L. DISEASE - EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	
	<b>PARTICIPANT ACCIDENT</b>						AD&D	
							Primary Medical	
							Excess Medical	
							Weekly Indemnity	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE ISSUED FOR MOTORCYCLE WEEK JUNE 10-19, 2022.

### CERTIFICATE HOLDER

### CANCELLATION

CITY OF LACONIA PLANNING DEPARTMENT  
45 BEACON STREET  
LACONIA, NY 03246

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



February 17, 2022

City of Laconia  
Planning Department  
45 Beacon St.  
Laconia, NH 03246

RE: SECURITY PLAN FOR MOTORCYCLE WEEK (JUNE 10-19, 2022)

To Whom It May Concern:

The Naswa Resort will provide 24 hour security for the entire Resort property (including parking lot for temporary parking) from June 10 through June 19, 2022. Our security personnel, besides providing security for the vehicles parked in the lot, are tasked with preventing loitering, tailgating and general security for the entire property as required by Chapter 195 of the city code.

Sincerely,

  
Stephanie Crowley  
Director of Administration



SPECIAL EVENT REVIEW COMMITTEE  
CONDITIONAL APPROVAL FOR  
TEMPORARY PARKING LOT  
MEETING OF APRIL 7, 2021

Cynthia Makris  
1086 Weirs Blvd.  
Laconia, NH 03246

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 application PL.2020-0023MC 1089 Weirs Blvd NASWA Resort for a Temporary Parking Lot with the following conditions:

1. Applicant will have 24-hour security throughout the event. Security shall include the prevention of loitering and tailgating from private property along any public way.
2. Overnight parking is allowed for registered guests of the Naswa Motor Inn. There is no overnight camping allowed on site.
3. ID shall be provided for guest vehicles during the event.
4. Applicant shall provide temporary fencing on the property to facilitate pedestrian flow and protect the abutting properties.
5. Parking lot shall be closed by 1 AM during the event.
6. Four portable toilets are to be placed on the property.
7. Minimum 15 foot pedestrian/emergency access aisle widths must be maintained.
8. If extension cords are needed they will be a minimum of 15 amp, 125V, UL listed, heavy duty outdoor use.
9. In the event that the length of cord required exceeds the standard length (25', 50', 100') the next longest length cord shall be utilized. Only single cords shall be allowed; no coupling of cords will be allowed.
10. Multi-plus adapters of power strips are not to be used at the end of any cord to power multiple electronic devices.
11. Emergency Contact person is listed as Cynthia Makris or James Lowell at 366-4341.
12. All temporary structures and all temporary signs including but not limited to banners, portable signs, and changeable copy MUST be removed by June 25, 2021.
13. All aspects of this site shall comply with Chapter 195, Appendix A and Appendix B.
14. Property owner voluntarily agrees not to allow Dyno-tuners on site at any time during Motorcycle Week.
15. The applicant will be required to separate all cardboard from their solid waste stream and deposit the cardboard into containers supplied by the city which will be marked as "cardboard only".
16. There will be no consumption of alcohol on the site per City ordinance.
17. If there is a burn out pit on the property, it will require notification in writing to Planning, Fire and Police Departments, and a new application shall be submitted for review by the MTRC.

The Special Event Committee enforces the above-stated land use approval and will conduct spot inspections throughout Motorcycle Week. The SEC has 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.

A safe motorcycle week to you,

  
Robert Mora, Assistant Planning Director

4/7/2021  
Date

**NASWA SITE PLAN  
MOTORCYCLE WEEK - 2022**

- NOTES**
- A) VISUOUS SITE WORK
  - B) CUSTOMER PARKING SPACES DESIGNATED IN "R" WIDE 11' LONG) WITH TWO NASWA VEHICLE PARKING SPACES AND TWO EMERGENCY VEHICLE SPACES DESIGNATED.
  - C) FULL TIME ACCESS TO STALLS 3 (LOCATED AT ENTRANCE TO PRELUDE LOTTERY AND TALLAND)
  - D) DESIGNATED PERSON COLLECTION AREA 3 (TO BE EMPTIED ONLY BY STAFF MAINTENANCE PERSONNEL WITH GOLF CART)
  - E) PORTABLE TOILETS PROVIDED FOUR
  - F) VISUOUS SITE WORK
  - G) PORTABLE & PERMANENT FUEL SUPPLY: NONE
  - H) EXISTING ELECTRICAL SUPPLY AS SHOWN
  - I) THE TOTAL SQUARE FOOTAGE OF PARKING SPACE IS 109,503 SF

TAX LOT 172-248-1  
NASWA MOTOR HOME, INC  
1089 WEIRS BOULEVARD  
LACONIA, NH 03246  
PHONE 603-624-2425

TAX LOT 172-248-1  
REGAN PARKING, LLC  
1089 WEIRS BOULEVARD  
LACONIA, NH 03246  
PHONE 603-624-2425

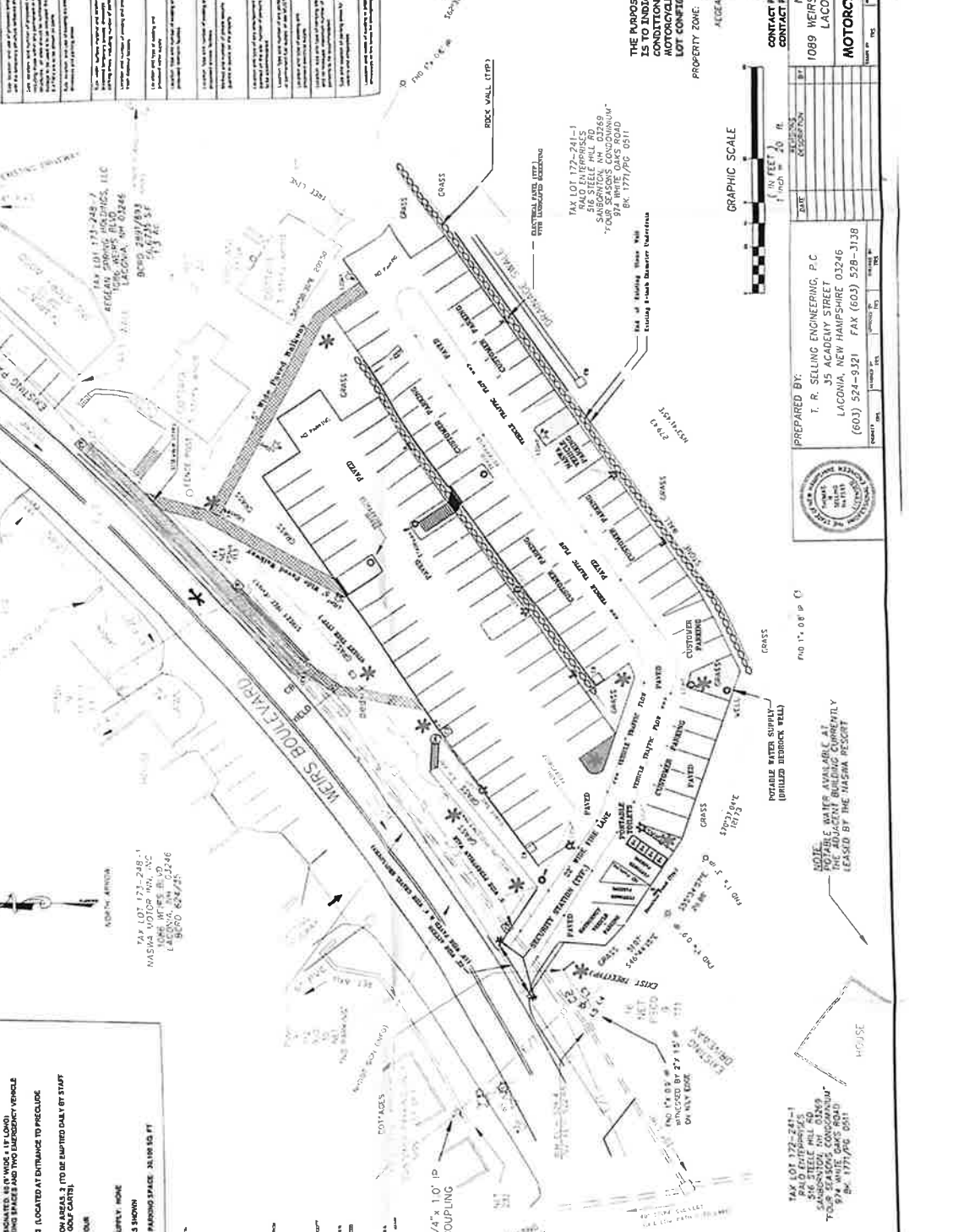
TAX LOT 172-241-1  
R&O ENTERPRISES  
256 STEEL HILL ROAD  
LACONIA, NH 03246  
PHONE 603-624-2425

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TAX LOT 172-241-1  
R&O ENTERPRISES  
256 STEEL HILL ROAD  
LACONIA, NH 03246  
PHONE 603-624-2425

THE PURPOSE OF THIS PLAN IS TO INDICATE THE PROPOSED MOTORCYCLE WEEK 2022 PARKING LOT CONFIGURATION. PROPERTY ZONE: CR (COMMERCIAL RESORT)

ALDEAN PARKING SERVICES, LLC  
TAX LOT 172-241-1  
256 STEEL HILL ROAD  
LACONIA, NH 03246  
PHONE 603-624-2425

TAX LOT 172-241-1  
R&O ENTERPRISES  
256 STEEL HILL ROAD  
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LACONIA, NH 03246  
PHONE 603-624-2425

CONTACT PERSON: STEPHANIE CROWLEY  
CONTACT PHONE # (603) 338-4341

PREPARED BY:  
T. R. SELLING ENGINEERING, P.C.  
35 ACADEMY STREET  
LACONIA, NEW HAMPSHIRE 03246  
(603) 524-9321 FAX (603) 528-3138

NASWA SITE PLAN  
1089 WEIRS BOULEVARD (U.S. RT. 3)  
LACONIA, NEW HAMPSHIRE  
MOTORCYCLE WEEK 2022

DATE: 08/25/2021  
SCALE: AS SHOWN  
SHEET NO: 1