



SPECIAL EVENT Application

Application # PL2022-6031
 Fees Paid 250-
172

RECEIVED
 Receipt Stamp
MAR 14 2022
 Planning/Zoning
 City of Laconia

Event Approved Prior Year

June 11 - 14th - 2022
 Revised Event

New Event

(Please note that ANY change is considered a revision)

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

Street Address: 13 White Oak Rd (Corner of White Oak Rd) Number Acres Total: 1.75

Business Name: _____ #13 Date(s) of Event: June 11-14 Times: 8:30 - 1:00 pm

**Property Owner(s): Normand properties LLC

Mailing Address: 231 Weirs Blvd #7
Laconia, NH 03246

- 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 _____

Emergency Contact Person: Keith Normand (son)

Emergency Phone #: 296-7899

E-Mail: _____

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: _____

of Vendors: _____ Vending Hours: _____
 Parking: # Spaces & Sq Footage: 85 / 1000 + Bike
Car

To Be Filled Out By City:

Zoning District(s): _____

Current Land Use(s): _____

Map _____ Street _____ Lot 13

B. PARTIES INVOLVED - Will receive Notices of Action

APPLICANT	AGENT
<u>Keith Normand</u>	
Address: <u>231 Weirs Blvd Unit #7</u>	Address
<u>Laconia, NH 03246</u>	
Phone: <u>603-296-7899</u>	Phone:
Cell Phone:	Cell Phone:
Fax:	Fax:
email:	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.

Site is at corner of White Oak Rd + 11th St. Will be parking cars in the first entrance and up White Oak Rd from 11th. (on right) 1.75 AC will be used for parking bikes and cars. 2 trash cans on site + 2 propane tanks. Dan Dept. is waste company. Will be dumping trash at on private business. 3 spot lights on site.

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. The checklist must be completed and returned with the application if applicable.

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: *Keith Normal* Date 2-22-22

Property Owner: Printed Name: Keith Normal

Signature of Applicant: *Keith Normal* Date 2-22-22

Applicant: Printed Name: Keith Normal

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@laconianh.gov

Normand Properties, LLC

13 White Oaks Road

Laconia, NH 03246

603-296-7899

Beelbeef91@gmail.com

City of Laconia,

Keith Normand will be disposing all trash associated with Laconia Bike Week Event from locations Veterans Ave and White Oaks Rd Laconia NH at JCR Construction 181 Rt 27 Raymond, NH 03077.

Thank you,

Keith Normand

Property Owner



ABSOLUTE PORTABLE TOILETS LLC

PO Box 575

Winnisquam NH 03289

Phone (603)524-0880

Fax (603)527-0206

Email: absoluteseptic@metrocast.net

3/14/22

Keith Normand

Re: Bike Week 2022

This letter is in reference to this years bike week.

We have contracted with Keith Normand to provide portable toilet service for the duration of this years bike week event at 2 locations (White Oaks Rd & Veterans Ave).

Thank you

Karen Iverson

City of Laconia, New Hampshire Application for Special Event

Plan Checklist

Special Events Applications shall submit 1 copy of a plan along with the applicable 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

13 White Oaks Rd



DEPARTMENT OF PLANNING, ZONING & CODE
SPECIAL EVENT COMMITTEE
☎ 603.527.1264
☎ 603.524.2167
ZONING@LACONIANH.GOV

**SPECIAL EVENT COMMITTEE
CONDITIONAL APPROVAL
FOR TEMPORARY PARKING
MEETING OF MAY 28, 2021**

Keith Normand
41 Pearl Dr.
Hooksett NH 03106

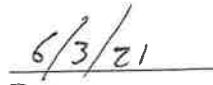
In accordance with Chapter 195 of the City Code, on May 28, 2021, your application to the City of Laconia's Special Event Committee was conditionally approved with the following conditions.

1. Applicant shall not have vending on site.
2. Security personnel shall be identifiable with orange vests, and tee shirts. There shall be two to four security persons on site 24-hours.
3. Security shall include the prevention of loitering and tailgating from private property along any public way.
4. Two portable toilets are to be placed on the property.
5. If a rainfall of over 2 inches occurs the Property owner agrees to voluntarily suspend parking lot operations to avoid erosion damage and mud in the streets.
6. Orange construction fencing will be provided. Surveyor ribbons and posts shall be utilized to delineate the aisles.
7. A minimum aisle width of 15 feet is to be maintained at all times.
8. A minimum 24' wide entrance must be maintained to accommodate in/out traffic patterns.
9. Parking lot shall be closed by 1 AM and shall not open before 6:00 AM during the event.
10. No overnight camping is allowed on site.
11. Emergency Contact person is listed as Keith Normandin at 296-7899.
12. All temporary structures and all temporary signs including but not limited to banners, portable signs, and changeable copy MUST be removed five days after the event.
13. All aspects of this site shall comply with Chapter 195 and Appendix A and Appendix B.
14. Property owner voluntarily agrees not to allow Dyno-tuners on site at any time during the event.
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. No advertising, signage, or personnel, waving people into the site, is to be permitted in the paved portion of the travel way.
17. COVID-19 Best Management Practices must be observed including having a sanitizing station at each vendor site.

The Special Event Committee enforces the above-stated land use approval and will conduct spot inspections throughout event. The SERC 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.



Robert Mora
Assistant Planner



Date