



Application #: PL2022-0062  
 Fees Paid: \_\_\_\_\_  
 Check #: \_\_\_\_\_  
 Receipt #: \_\_\_\_\_

**SPECIAL EVENT APPLICATION**

**RECEIVED**

**MAY 06 2022**  
 Planning/Zoning  
 City of Laconia

New Special Event

Special Event Renewal (No Changes)

Name of Event: Laconia Independence Day Celebration

Type of Event: Community Celebration

Date(s) of Event: 7/3/22 Time of Event: 2:00pm - 11:00pm

Tax Map/ Lot # (s): \_\_\_\_\_ Zoning District (s): \_\_\_\_\_

Street Address: 915 North Main Street

Number of Parking Spaces: \_\_\_\_\_ Number of Vendors: \_\_\_\_\_ Number of Tents and Sizes: \_\_\_\_\_

Parks Approval: yes Loudspeaker Hours: \_\_\_\_\_ Non-Profit (501C-3) ID #: \_\_\_\_\_

Detailed Description of Event: Bands, parade, vendors and fireworks for the City's Independence Day Celebration. Bands start at 5:30 - 10. Fireworks begin at 10:00pm.

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**  
 Printed Name: Amy Lovisek

**AGENT**  
 \_\_\_\_\_

**PROPERTY OWNER**  


Signature: \_\_\_\_\_

Date: 5/4/22

\_\_\_\_\_

\_\_\_\_\_

**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
- 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:
- 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



DEPARTMENT OF PLANNING, ZONING & CODE  
SPECIAL EVENTS REVIEW COMMITTEE  
☎ 603.527.1264  
☎ 603.524.2167  
PLANNING@CITY.LACONIA.NH.US

**SPECIAL EVENT REVIEW COMMITTEE  
CONDITIONAL APPROVAL FOR 4<sup>TH</sup> OF JULY CELEBRATION  
MEETING OF MAY 1, 2019**

City of Laconia  
Parks & Rec  
306 Union Ave  
Laconia, NH 03246

RE: 4<sup>th</sup> of July Celebration

Amy Lovisek:

In accordance with Chapter 195 of the City Code, this notice is to certify that on May 1, 2019, the City of Laconia's Special Events Review Committee voted to accept the application and grant approval of the 4<sup>th</sup> of July Celebration as shown on the application received on March 25, 2019, with the following conditions:

1. The event will be held on July 4 from 10 am – 2 am.
2. No overnight camping or parking allowed.
3. All waste is required to be removed from the site after the event.
4. There shall be no blocking of the public right of way with vendors or signs.
5. Park houses are open for rest rooms as well as porto-potties.
6. Emergency contact is Amy Lovisek 603-455-9414.
7. Any food vendors shall obtain all of the appropriate permits and comply with Chapter 195, Appendix A.
8. The pyrotechnic display will confirm with all state regulations regarding safety and use.
9. All temporary structures and signs including but not limited to banners, portable signs, and changeable copy MUST be removed immediately after the event.

The Special Events Review Committee enforces the above-stated land use approval and may conduct spot inspections throughout the 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.

A safe event to you!

A handwritten signature in blue ink, appearing to read "Robert Mora", written over a horizontal line.

Robert Mora  
Assistant Planning Director

8/3/19  
Date