



Application #: PL2023-0013 m/c
 Fees Paid: 500
 Check #: 25580
 Receipt #: RECEIVED

SPECIAL EVENT APPLICATION

FEB 16 2023

New Special Event

Special Event Renewal (No Changes) **Laconia Planning/Zoning**

Name of Event: Laconia Motorcycle Week
 Type of Event: Motorcycle Week Parking (Paid)
 Date(s) of Event: 6/9/23-6/18/23 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 Makris</u>	<u>Stephanie Crowley</u>	<u>Cynthia Makris</u>
Signature:	<u>Cynthia Makris</u>	<u>Stephanie Crowley</u>	<u>Cynthia Makris</u>
Date:	<u>2-14-2023</u>	<u>2-14-2023</u>	<u>2-14-2023</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
- NA 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
- NA 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**
- NA Location & type of any entertainment areas planned on the site; number of persons to be accommodated
- NA 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



January 19, 2023

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 2023.

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



Account #: ACT-00937070
 Quote #: Q-660499
 Expiration Date: 03-11-23

Quote

Date: 02-09-23

Customer: NASWA RESPORT

Document #
660499

Delivery Address:

1086 WEIRS BLVD
 LACONIA, NH 03246

Requested By:

Stephanie Crowley
 603-366-4341
scrowley@naswa.com

USS Contact:

Taryn Selig
 Inside Sales Rep - Inbound
 (800) 864-5387
taryn.selig@unitedsiteservicesinc.com
 United Site Services Northeast, Inc.

Item	Unit	Unit Price	Qty	Charge Type	Total Charge	Tax
Restroom Bundle Configuration Delivery 06-08-23 Pickup 06-20-23						
1 Service 3 Days per Week	EA	\$308.00	4	Recurring	\$1232.00	N
Deluxe Restroom	EA	\$45.00	4	Recurring	\$180.00	N
Hand Sanitizer Refill	EA	\$35.00	4	Recurring	\$140.00	N

Other Recurring Charges

Item	Charge Type	Total Charge	Tax
Fuel & Inflation Surcharge	Recurring	\$153.68	N



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/10/2023

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).


PRODUCER K&K INSURANCE GROUP, INC. P.O. BOX 2338 FORT WAYNE, IN 46801	CONTACT NAME: LEISURE PHONE (A/C, No, Ext): 877-355-0315 FAX (A/C, No): 260-459-5990 E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE NAIC #
INSURED NASWA MOTOR INN, INC. 1086 WEIRS BLVD LACONIA, NH 03246	INSURER A: MARKEL INSURANCE COMPANY
	INSURER B: MARKEL AMERICAN INSURANCE COMPANY
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES **CERTIFICATE NUMBER:** C151370 **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	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> LIQUOR LIMITS - \$1,000,000/\$2,000,000 AGG GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			MKP0000500561200	2/1/2023 12:01 AM	2/1/2024 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
A	AUTOMOBILE LIABILITY <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			MKA0000500561300	2/1/2023 12:01 AM	2/1/2024 12:01 AM	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000	
							BODILY INJURY (Per person)		
							BODILY INJURY (Per accident)		
							PROPERTY DAMAGE (Per accident)		
B	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION			MKX0000500561400	2/1/2023 12:01 AM	2/1/2024 12:01 AM	EACH OCCURRENCE	\$1,000,000	
							AGGREGATE	\$1,000,000	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY 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					PER STATUTE <input type="checkbox"/> OTHER		
	PARTICIPANT ACCIDENT						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 9-18, 2023.

CERTIFICATE HOLDER CITY OF LACONIA PLANNING DEPARTMENT 45 BEACON STREET LACONIA, NY 03246	CANCELLATION 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 
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February 10, 2023

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

RE: SECURITY PLAN FOR MOTORCYCLE WEEK (JUNE 9-18, 2023)

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 9 through June 18, 2023. 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



DEPARTMENT OF PLANNING & ZONING
SPECIAL EVENTS REVIEW COMMITTEE
☎ 603.527.1264
☎ 603.524.2167

SPECIAL EVENT REVIEW COMMITTEE
CONDITIONAL APPROVAL FOR
TEMPORARY PARKING LOT
MEETING OF MARCH 2, 2022

Cynthia Makris
1086 Weirs Blvd.
Laconia, NH 03246

In accordance with Chapter 195 of the City Code, this notice is to certify that on March 2, 2022 the City of Laconia's Special Event Review Committee voted to grant approval of application PL2022-0022MC 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. **A backflow preventer must be installed and inspected.**
5. Applicant shall provide temporary fencing on the property to facilitate pedestrian flow and protect the abutting properties.
6. Parking lot shall be closed by 1 AM during the event.
7. Four portable toilets are to be placed on the property.
8. Minimum 15 foot pedestrian/emergency access aisle widths must be maintained.
9. If extension cords are needed they will be a minimum of 15 amp, 125V, UL listed, heavy duty outdoor use.
10. 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.
11. Multi-plus adapters of power strips are not to be used at the end of any cord to power multiple electronic devices.
12. Emergency Contact person is listed as Cynthia Makris or James Lowell at 603-366-4341.
13. All temporary structures and all temporary signs including but not limited to banners, portable signs, and changeable copy MUST be removed by June 24, 2022.
14. All aspects of this site shall comply with Chapter 195, Appendix A and Appendix B.
15. Property owner voluntarily agrees not to allow Dyno-tuners on site at any time during Motorcycle Week.
16. 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".
17. There will be no consumption of alcohol on the site per City ordinance.
18. 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

Date