



City of Laconia
Special Events Technical Review Committee
Thursday, April 06, 2023 - 12:00 PM
City Hall in the Armand A. Bolduc City Council Chamber

4/6/2023 - Minutes

1. CALL TO ORDER

Call to order by Sheena Duncan at 12:02PM

2. ROLL CALL

Roll call by Sheena Duncan At 12:03PM

3. RECORDING SECRETARY

Scott Pelchat Zoning Technician

4. STAFF IN ATTENDANCE

Sheena Duncan Planning/ Conservation Technician, Scott Pelchat Planning/Zoning Technician, Hilary Young Licensing, Mike Finogle Police, Tim Joubert Fire, Amy Lovisek Parks and Recreation, and Nick Schwarz Water and Sewer.

5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

5.1. Special Events Review Committee Meeting

6. CONTINUED PUBLIC HEARINGS, CONSIDERATION AND POSSIBLE VOTE Note: The Purpose Of This Agenda Section Is For The Board To Continue The Public Hearing For The Applicant And The Public To Provide Input. The Board May Also Deliberate The Application, Decide And Conduct A Final Vote At This Time.

PL2023-0001MC - 1207 Weirs Blvd - Parking lot over 50 spaces, 1-10 vendors Motorcycle week, June 10-18. David Chinian was In Florida and unable to attend, Sheena Duncan stated this application was tabled for more discussion from the prior two meetings it was opened to the public at 12:03 and closed to the public at 12:03. Sheena Duncan opened talks amongst the members and stated that the Permit, as in years pass, be granted and if a licensing issue were to arise it could be dealt with at that point. A request to motion was made Mike Finogle motioned and Hilary Young Seconded and it passed 5 to 1 the one vote was to abstain the member arrived after the initial comments.

6.1. Special Events Review Committee Meeting

7. PUBLIC HEARINGS, POSSIBLE CONSIDERATION AND VOTE Note: The Purpose Of This Agenda Section Is For The Board To Have A Presentation From The Applicant And Open A Public Hearing For The Public To Provide Input. The Board May Also Deliberate The Application, Decide And Conduct A Final Vote At This Time.

PL2023-0011MC - 2 Hayes Rd – RV camping and parking for motorcycles and cars June 10 – 18. Sheena Duncan asked the applicants to speak regarding the usage of the property, Tami Chase stated that there were really no changes from prior years. Mike Finogle asked about the shared easements. And are they usable from adjacent properties? Tami Said they do have a security plan in place. The board asked if the easement usage was a harmonious one between the property owners. It was also discussed that the residents on Hayes Road be notified by the applicants of the proposed usage. Lighting, and fencing, are a condition of approval. Sheena opened to the public at 12:24 and closed to the public at 12:24. No comments from water and sewer. Tim asked about the easement and the road width the Applicant stated it was 50 feet. Sheena Duncan stated that an approval be met with the conditions of the agreement between the neighboring property owners for a harmonious use of the shared easement and that an agreement be presented to planning prior to the approval. Nick Schwarz motioned, and it was seconded by Amy lovesick, and it was unanimous.

7.1. Special Events Review Committee Meeting

PL2023-0016MC – 54 Lakeside Ave – 2 Vendors 2 Tents from June 10-18. Sheena Duncan acting chair opened to public comments at 12:31 no comments were had closed to public comments at 12:31 Nick from water and sewer stated that a backflow test be done prior to event. Sheena Duncan asked for covid verbage to be removed from the Notice of action. Sheena sought a motion to approve Hilary motioned and it was seconded by Mike Finogle, and it was unanimous.

7.2. Special Events Review Committee Meeting

PL2023-0017MC – 3 Veterans Ave – Parking for cars and motorcycles 80-85 June 10-18. This is a returning event with no comments from police, water, fire, Sheena sought a motion to permit, and it was motioned by Nick Schwarz and seconded by Hilary Young, and it was unanimous.

7.3. Special Events Review Committee Meeting

PL2023-0018MC – 13 White Oaks Road – Parking for cars and motorcycles 85-100 June 10-18. Returning event from prior years Sheena Opened to public comment at 12:42 and closed to public at 12:42 there were no concerns from the board. Sheena Duncan motioned to remove covid guidelines in the Notice of action Hilary motioned and it was seconded by Nick and passed unanimously.

7.4. Special Events Review Committee Meeting

PL2023-0019MC – 17 Endicott St N – Parking of motorcycles and cars in City owned lot June 10-18. Robert Ames spoke regarding plans and usage. This is a reoccurring event, and the city of Laconia provides bathrooms and security. Sheena Duncan Opened to public comment at 12:45. And closed to the public at 12:45 no comments motioned to approve Amy motioned and it was seconded by Nick, and it was unanimous.

7.5. Special Events Review Committee Meeting

PL2023-0020SE – Lakeside Ave – Jazz concert on the boardwalk. 7/2/23 to 8/27/23 6pm to 9pm. Robert Ames stated that the Department of Public Works has moved the benches to accommodate the musicians. Open to public comment at 12:48 close to public 12:48 Water no comments Mike Finogle asked about ADA accessibility, Robert Ames stated it was wider than the regulated width. Licensing to handle the outside loudspeaker permit. Sheena sought a motion to approve Nick motioned and it was seconded by Amy, and it was passed unanimously.

7.6. Special Events Review Committee Meeting

PL2023-0021MC – 240-260 Lakeside Ave – 5 Vendors from June 10-18. Mr. Ames stated this is a return event. Sheena Duncan asked about water access for tattoo artist Mr. Ames stated their would-be water access. Opened to public comment at 12:52 closed to public comment at 12:52. The Water Dept. stated backflow devices need to be tested. Sheena Duncan sought for a motion to approve Amy motioned and it was seconded by Nick Schwarz, and it was passed unanimously.

7.7. Special Events Review Committee Meeting

PL2023-0022MC – 112 Lakeside Ave – Beach Bazaar parking 25 spaces, 12 Vendors, June 10-18. Sheena Duncan asked Mr. Ames how the trash would be removed. Mr. Ames stated there were three dumpsters onsite. The Water Dept stated three backflow devices need to be tested. Hilary inquired on available vendor space Stating daily calls have come in looking for bike week availability. Opened to public at 1:00 pm closed to public at 1:00 pm. Sheena Duncan sought a motion to approve, and Nick Schwarz motioned, and it was seconded by Hilary Young and was approved unanimously.

7.8. Special Events Review Committee Meeting

PL2023-0023MC – 19 Rollercoaster Rd – Parking of bikes, Cars and 11 RV's. Vendors 3-5 June 9-18. Sheena Duncan opened to the public at 1:05PM and closed to the public at 1:05PM No comments from water dept. Licensing no comment. Mike Finogle stated that last year this area had a spectator issue driven by social media promoting stunt driving near this intersection that led to crowd gathering. And a motion was sought with the condition of no loitering or tailgating be worded in the Notice of Action. Hilary motioned and it was seconded by Mike Finogle and it was approved unanimously.

7.9. Special Events Review Committee Meeting

PL2023-0024MC – 329 Lakeside Ave – Compass Café – 1 Vendor and parking June bike week. Sheena Duncan opened to the public at 1:16PM and closed to the public at 1:16PM. The Water Dept stated that this property would need a backflow device test. Sheena sought a motion to approve Amy motioned and it was seconded by Hilary and passed unanimously.

7.10. Special Events Review Committee Meeting

PL2023-0025MC – 279 Lakeside Ave – Weathervane parking, 9 Vendors per site map. Sheena Duncan opened to the public at 1:17PM closed to the public at 1:17PM. The Water Dept. stated backflow tests need to be done. Sheena Duncan Sought a motion to approve Amy motioned and it was seconded by Hilary. And it was approved unanimously.

7.11. Special Events Review Committee Meeting

PL2023-0031MC – 208 Lakeside AVE – NH Veterans association 9 vendors. Returning event from prior year. Sheena Duncan opened for public comment at 1:35PM and closed to public comment at 1:35PM. No concerns from the board Sheena Duncan Sought a motion to Approve Hilary Young motioned and it was seconded by Nick Schwarz, and it was approved unanimously.

7.12. Special Events Review Committee Meeting

PL2023-0032SE – 45Beacon St – Artisan Day 10-20 vendors. This application was tabled as to allow for the applicant to provide the depts. More information as this is a new event. Hilary motioned and it was seconded by Nick and was tabled for the May 3rd special events meeting.

7.13. Special Events Review Committee Meeting

PL2023-0033MC – 1192-1198 Weirs Blvd – 1-8 vendors and tents June 10-18. Sheena Duncan asked the board about the gas canopy on the plans submitted. Mike Finogle stated it used to be a gas station

and now only the canopy remains. This is a return event. Nick Schwarz stated that 3 backflows would need to be tested. Sheena Duncan opened to the public at 1:40PM and closed at 1:40PM Hilary motioned to approve, and it was seconded by Nick, and it was approved unanimously.

7.14. Special Events Review Committee Meeting

PL2023-0034MC- 45Endicott St - Parking for 100 motorcycles June 10-18. Sheena Duncan asked the applicant about changes to these years plans. There were minor changes the porta-potty vendor is a new one from past events. No issues from the board Opened for public discussion at 1:23PM closed to public at 1:23PM Mike Finogle Motioned to approve and it was seconded by Amy and was approved unanimously.

7.15. Special Events Review Committee Meeting

PL2023-0035MC- City boardwalk – Vendor spaces & motorcycle week headquarters June 10-18. Returning application from the City of Laconia no concerns from the board opened to the public at 1:44PM closed to public at 1:44PM A motion to approve was made by Hilary and was seconded by Amy and was approved unanimously.

7.16. Special Events Review Committee Meeting

PL2023-0036MC- 918 Weirs Blvd- Vendor spaces for motorcycle week June 10-18. Returning application from the City of Laconia no concerns from the board opened to the public at 1:45PM closed to public at 1:45PM A motion to approve was made by Hilary and was seconded by Amy and was approved unanimously.

7.17. Special Events Review Committee Meeting

PL2023-0037SE – 45 Beacon St - Multicultural Day 30 Vendors, loudspeaker 9/9/2023. David Stamps spoke on Behalf of Becky Guyer. event remains unchanged from the previous year. The parade route was discussed as for Route of parade and any changes. Hilary motioned and it was seconded by Nick Schwarz and was unanimously approved.

7.18. Special Events Review Committee Meeting

PL2023-0038MC -10-12 Foster Ave – Parking for 75 June 10-18. Returning applicant from prior year. Sheena opened to public comment at 1:48PM and closed at 1:48PM Hilary Young motioned to approve and it was seconded by Sheena Duncan and was unanimously approved.

7.19. Special Events Review Committee Meeting

8. OTHER BUSINESS

9. ADJOURNMENT

The meeting was adjourned unanimously at 2:00PM