



City of Laconia
Special Events Technical Review Committee
Wednesday, June 1, 2022 - 12:00 PM
City Hall in the Armand A. Bolduc City Council Chamber

6/1/2022 - Minutes

1. CALL TO ORDER

Called to order: 12:04

2. ROLL CALL

Krista Larsen (Public Works), Capt. Michael Finogle (Police), Hilary Young (Licensing), Robert Mora (Assistant Planner), Charlie Roffo (Fire), Nick Schwarz (Water)

3. RECORDING SECRETARY

Sheena Duncan, Zoning Technician

4. STAFF IN ATTENDANCE

Robert Mora (Assistant Planner)

5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

The minutes from the May 4, 2022 meeting were accepted as presented.

5.1. Minutes; May 4, 2022 Special Events Technical Review Committee (PDF)

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.

6.1. PL2022-0032SE - Timberman Triathlon (PDF)

R. Mora noted that the applicant required more time to acquire materials and requested to be moved to the July meeting.

H. Young motioned to continue the application hearing at the July meeting, seconded by N. Schwarz. All in favor, motion to continue at the July 6, meeting passed.

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.

7.1. PL2022-0055SE - Beacon St E (PDF)

R. Mora noted that the application was a renewal from previous year, with no updated site plan included in application.

Opened to public comment at 12:06, with no one to speak for or against the application, public comment closed at 12:06.

H. Young noted that the applicant would require an event license, and that she would email them. C. Roffo inquired about property owner permission for the event taking place on City owned property. R. Mora noted that the City Manager would need to sign off, and that the festival takes place in September, and that that FOG, an event license, and new site plan should be considered as conditions of approval, and that the application should be continued until July.

H. Young motioned to continue at the July meeting pending an event license, and new site plan, C. Roffo seconded. All in favor, motion passed.

7.2. PL2022-0056MC - 208 Lakeside Ave (PDF)

R. Mora stated that the same site plan from the previous year was being resubmitted. H. Young noted that she requires list of vendors ASAP.

Open to public discussion at 12:09, with no one to speak for or against the application, public comment closed at 12:09.

M. Finogle motioned to approve the application, with the following added condition to the 2021 approval: The applicant must submit a vendor list to H. Young in Licensing. Seconded by J. Schwarz. All in favor. Application approved.

7.3. PL2022-0059MC - 97 Endicott St N (PDF)

C. Roffo stated that the same lot had been used the previous year, and that the current application was for 70-100 tents, but the application is unclear about the configuration, and that the separation between tents would need to be clarified for safety concerns. R. Mora recommended that the Board revisit the application at the end of the meeting, should a representative arrive to speak on the application.

(Continued from the beginning of the meeting) Charlie St Claire took the stand. He declared that there would be no tents, only parking. He stated that the applicant would like to revert to what they had been approved for the previous year, and that there should be portable toilets on site. The parking would primarily be used by vendors, who may park RV's. R. Mora noted that the 2017 approval was to allow camping, and that if RV's are used on the site, they would have to have their waste water pumped out at the end of the day by a certified company, and a 15' access would be required for safety. C. Roffo noted that the Notice of Action should reflect the parking, and no camping use to prevent last minute camping.

R. Mora recommended the application be approved with the 2017 conditions, an updated site plan (required by June 6), showing RV parking locations should there be any. N. Schwarz noted a backflow test would be required. Motion by K. Larsen to approve with the recommended conditions, seconded by C. Roffo. All in favor, Application approved.

7.4. PL2022-0063MC - 9 Veterans Sq (PDF)

R. Mora noted that the same application was being submitted from the previous year.

Opened for public comment at 12:13, with no one to speak for or against the application, public comment closed at 12:14.

R. Mora motioned to approve the application with the same conditions from 2021, seconded by C. Roffo. All in favor, Application approved.

7.5. PL2022-0064MC - 1208-1212 Weirs Blvd (PDF)

N. Schwarz noted that the back flow needs to be tested, the same as the previous year. H. Young requested a vendor list, should there be any.

Opened for public comment at 12:15, with no one to speak for or against the application, public comment closed at 12:15.

Motion by H. Young to approve with the previous year's conditions of approval, minus Covid-19 best practices (condition 25), with the addition of a vendor list, seconded by N. Schwarz. All in favor, Application approved.

7.6. PL2022-0065MC - 38 Enditcott St N (PDF)

Applicants Julie Marsh and Ed Crawford took the stand. Stating the current application is similar to one submitted in 2018, this would cover 5 vendors, boats and parking for boats, with on site water, trash removal, and electrical hookup. J. Marsh inquired if paid parking could be added to the application. R. Mora confirmed that it could, C. Roffo noted that the uses would need to be separated and marked for safety. J. Marsh noted that there would be traffic direction on site, E. Crawford noted that the parking is already striped, and that cones and tape could be used for additional safety. R. Mora asked the applicants if they would be able to submit an updated site plan showing any changes in parking layout. H. Young noted that a vendor list was required. N. Schwarz noted the backflow would need to be tested.

Open to public comment at 12:28, with no one to speak for or against the application, public comment closed at 12:28.

R. Mora motioned to approve with the following conditions: backflow testing, secondary site plan to be delivered to the Planning office no later than June 6, a list of vendors to be submitted to the Licensing office, the applicant will adhere to all aspects of chapter 196, appendix a.), there will be no food vendors on site, and all signage and temporary structures will be removed within 48 hours of the end of the event, seconded by M. Finogle. All in favor, Application approved.

7.7. PL2022-0066MC - 28-36 Endicott St E (PDF)

Applicant Marie Spiridakis took the stand. She stated that there would be 2 portable toilets on site from the 9th to the 23rd of July, as marked on the plan in red. K. Larsen asked if parking was the only use, confirmed by the applicant.

Opened for public comment at 12:19, with no one to speak for or against the application, public comment closed at 12:19.

R. Mora recommended that the application follow the same conditions of approval that similar applications require, to include such restrictions as: no camping, any signage and temporary structures to be removed from premises within 48 hours of the end of the event, chapter 195 appendix a.) be adhered to. K. Larsen motioned to approve with the suggested conditions, seconded by N. Schwarz. All

in favor, Application approved.

7.8. PL2022-0062ID - 915 North Main St (PDF)

C. Roffo recommended that all events, fireworks, parking etc. be kept on the grass to protect the paved areas (which he would come back to inspect in July).

Opened for public discussion at 12:31, with no one to speak for or against the application, public comment closed at 12:31.

Motion by H. Young to approve the application, seconded by C. Roffo. All in favor, Application approved.

7.9. PL2022-0067MC - 1193 Weirs Beach Blvd (PDF)

H. Young stated that there would be 2 vendors, and that the applicant was sending her the details. Condition 13 (Covid-19 best practices should be removed).

Opened to public comment at 12:38, with no one to speak for or against the application, public comment closed at 12:39.

R. Mora motioned to approve with the following year's conditions minus item 13- Covid-19 best practices, seconded by M. Finogle. All in favor, Application approved.

8. OTHER BUSINESS

9. ADJOURNMENT

With no further business to discuss, H. Young motioned to adjourn, seconded by N.Schwarz. All in favor, meeting adjourned at 12:39.