



City of Laconia
Special Events Technical Review Committee
Wednesday, February 4, 2026 - 12:00 PM
City Hall in the Armand A. Bolduc City Council Chamber

1. CALL TO ORDER
2. ROLL CALL
3. RECORDING SECRETARY
4. STAFF IN ATTENDANCE
5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

5.1. 10/8/2025 Minutes

Documents:

[10.8 MINUTES.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.
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. SE2026-006 1207 Weirs Blvd

Parking for motorcycles, cars and vendors to accommodate visitors to the Motorcycle week event.

Documents:

[SE2026-006 1207 WEIRS BLVD.PDF](#)
[SITE MAP.PDF](#)

7.2. SE2026-007 Jet Ski Race 2026

Closed course Jet Ski races with Awards Ceremony same event as last year.

Documents:

[2026 OPEECHEE TRACK MAP FOR APP.PDF](#)
[2026 OPEECHEE LACONIA SPECIAL EVENT APP.PDF](#)

8. OTHER BUSINESS

9. ADJOURNMENT

This meeting facility is ADA accessible. Any person with a disability who wishes to attend this public meeting and needs additional accommodations, please contact the department at (603) 527-1264 at least 72 hours in advance so necessary arrangements can be made.



City of Laconia
Special Events Technical Review Committee
Wednesday, October 8th , 2025 - 12:00 PM
City Hall in the Armand A. Bolduc City Council Chamber

10/8/2025 - Minutes

1. CALL TO ORDER

Tyler Carmichael called the Meeting to order at 12:19 PM

2. ROLL CALL

In attendance Nick Schwartz Water Department , Joe Gray Code Enforcement , Wes Anderson Department of public works , Hilary Young Licensing Department , Tyler Carmichael Assistant planning director , Lt Noyes Police , Chief Tim Joubert Fire , Amy Lovisek Parks and Rec.

3. RECORDING SECRETARY

Scott Pelchat

4. STAFF IN ATTENDANCE

Tyler Carmichael, Joe Gray, Nick Schwartz, Wes Anderson, Hilary young, Tim Joubert, Lt Noyes, Amy Lovisek, Scott Pelchat.

5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

the prior minutes were accepted as written

5.1. Minutes

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.

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8. SE2026-005 Laconia Pumpkin Festival

Amy spoke regarding the application for the Laconia Pumpkin Festival Amy handed out maps for the members consumption and Wes asked if it had made it to there shared folder it was shared to him. Amy stated the City has ownership of the festival and thanked staff and her team as well for the hard work in the lead up to Pumpkinfest. Amy again thanked staff as well for the time donated to the event by said staff. Amy explained this is a one day event starting with set up at 5 AM vendors will arrive at 6 in the morning vendors will arrive in sections a hard shut down will occur at 10 Am Wes has been working with me regarding logistics some items will be completed on Friday with the tower being near the bank and flagpole and some items being near Veterans Square Friday morning the beer tent will go up on main St parking lot. Try on Friday to get vendors into the main street parking lot to minimize impact on Saturday. Also pumpkin drop off will occur on Friday on Beacon street east on the street itself are trucks will be in the parking lot adjacent to it to allow for the trucks to unload New spectrum lighting will be handling some or most of lighting on decorations.

Amy continued to describe some of the decor at some of the locations and how each would operate. Referencing a giant scarecrow nearer the welcome to Laconia concrete entry. A laser show will occur off the pumpkin tower as well as a fogger that will inundate the area for effect. This will go until shortly after 8 and the police will then assist in pedestrian dispersal to then allow for the breakdown of some and the clean up that will occur on the evening with more clean up occurring after. Amy expressed the Cake will holding two performances that day so parking may be problematic. Tim Joubert inquired regarding the fogger machines as it pertains to some of the buildings air handling systems. Amy stated it was going to cover the veterans square area. A stage at the Bank of NH parking lot 3 bands and one dance performance will take place. A craft fair will occur as well Amy stated she asked Nancy and it was around 85 vendors. Amusement and bouncy houses and parades will occur as there will be a Zombie walk as well. Sunday will still be shut down but clean up will continue as well. Main street lot beer tent will still be there but shall be removed Monday. Wes stated the Lull and scissor lift will arrive earlier than once thought. Wes and LT Noyes discussed the what where when of the closure aspect of the TTO and or road closure. Tim discussed with Wes regarding filling the Barriers. LT Noyes asked do the businesses know about the impact.

Tyler opened to public comment 12:35 and it was closed at 12:35. the motion was was made and was made unanimously amongst the members. Amy recused herself from the vote.

9. OTHER BUSINESS

9.1. After Action Review Of Temporary Traffic Order

Wes brought forward to the committee the findings regarding the temporary traffic order that was given 2025-13 for the Rev, White & Brew fest antique/classic car show on 8/15/2025. stating that for future events the traffic order cannot be issued in this iteration due the traffic disruptions it generated on that night.

10. ADJOURNMENT



Application #: SE2026-006
 Fees Paid: \$700.00
 Check #: 6661
 Receipt #:

SPECIAL EVENT APPLICATION

New Special Event

Special Event Renewal (No Changes)

Name of Event: 2026 Laconia Motorcycle Week Event

Type of Event: Annual Motorcycle Rally

Date(s) of Event: 6/13 to 6/21-2026 Time of Event: 8 am to 12am Daily

Tax Map/ Lot # (s): Tax Map163 / Block 248 / Lot #12 Zoning District (s): C/R

Street Address: 1207 Weirs Blvd. Laconia, NH

Number of Parking Spaces: 132 Number of Venders: 25 Number of Tents and Sizes: 10x10

Parks Approval: _____ Loudspeaker Hours: N/A Non-Profit (501C-3) ID #: N/A

Detailed Description of Event: Parking for Motorcycles, Cars and Vendors to accomodate visitors to the Motorcycle week event.

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>David Chinian</u>	<u>Zachary Chinian</u>	<u>David Chinian</u>
Signature:	<u>David Chinian</u>	<u>Zachary Chinian</u>	<u>David Chinian</u>
Date:	<u>12-9-2025</u>	<u>12-9-2025</u>	<u>12-9-2025</u>

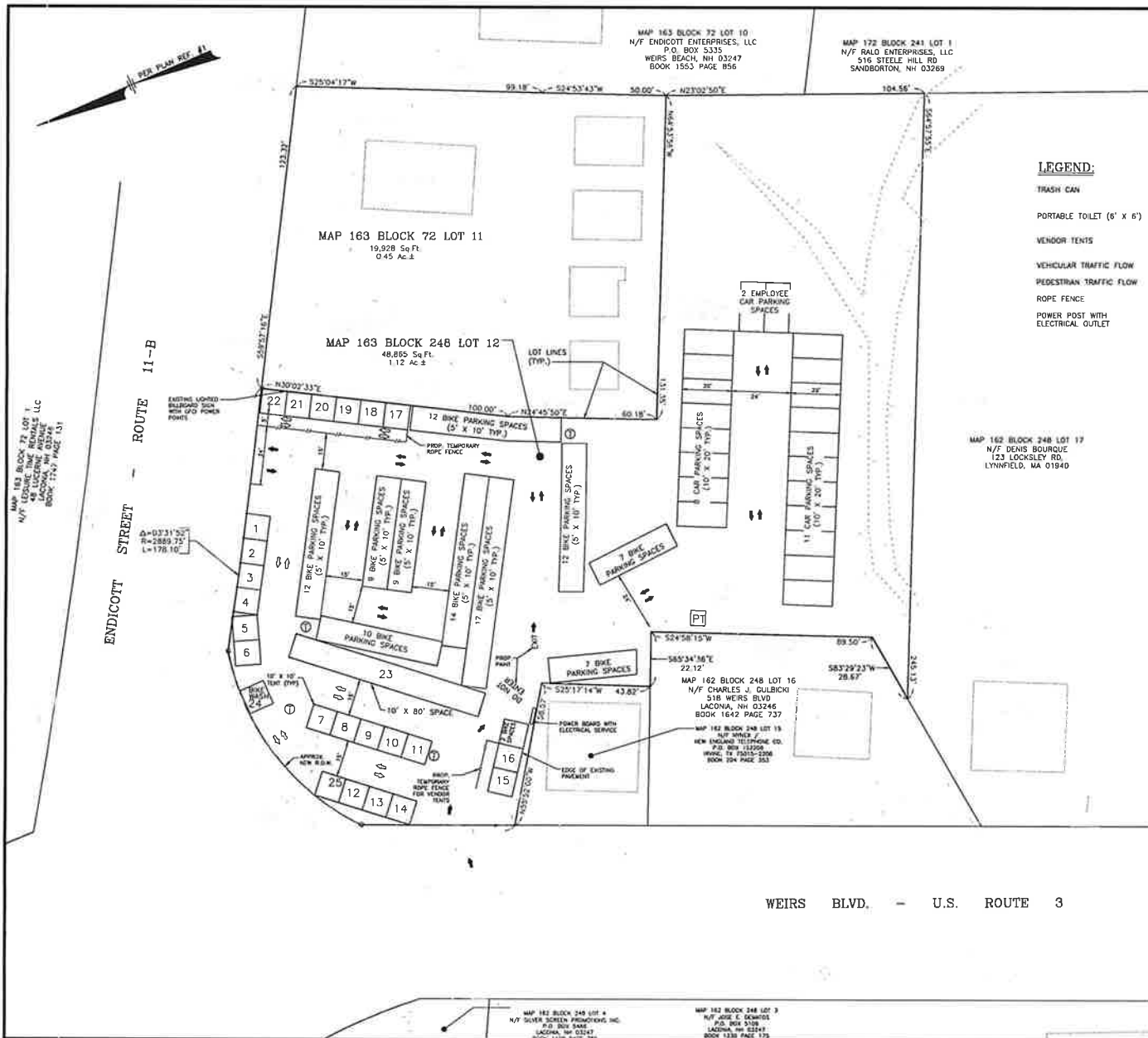
DUE AT SUBMISSION:

- ALL FEES
- COMPLETED APPLICATION CONTACT WORKSHEET



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



LEGEND:

- TRASH CAN
- PORTABLE TOILET (6' X 6')
- VENDOR TENTS
- VEHICULAR TRAFFIC FLOW
- PEDESTRIAN TRAFFIC FLOW
- ROPE FENCE
- POWER POST WITH ELECTRICAL OUTLET



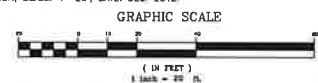
NOTES:

- 1) PLANIMETRIC AND BOUNDARY INFORMATION AS SHOWN WAS TAKEN FROM PLAN REFERENCES 1, 2 & 3 AND DO NOT REFLECT AN ACTUAL FIELD SURVEY BY THIS OFFICE.
- 2) THE PARCEL IS ZONED COMMERCIAL RESORT.
- 3) SITE MANAGER DAVID CHINAN (978-852-8808).
- 4) THE SITE PROVIDES THE FOLLOWING:

23 VENDOR TENTS AT 10' X 10'	AREA
1 VENDOR SPACE AT 10' X 80'	800 SF
1 BIKE WASH AT 10' X 10'	100 SF
21 CAR PARKING AND EMPLOYEE SPACES AT 10' X 20'	4,200 SF
111 BIKE PARKING SPACES AT 5' X 10'	5,550 SF
4 TRASH CANS	---
4 TEMPORARY PORTABLE TOILET	---
- 5) LIGHTING WILL BE PROVIDED BY APPLICANT IN CONFORMANCE WITH CITY "ELECTRICAL REQUIREMENTS FOR VENDOR SITES AND TEMPORARY INSTALLATIONS".
- 6) THERE WILL BE 2-4 PRIVATE SECURITY ATTENDANTS UTILIZING 2-WAY CELL RADIOS.

PLAN REFERENCES:

- 1) PLAN ENTITLED "BOUNDARY LINE ADJUSTMENT PLAN FOR JOHN & ALFRED VOLLMERDING", DATED: JULY 1990, SCALE: 1"=20', RECORDED AT THE BELLEVILLE COUNTY REGISTRY OF DEEDS (B.C.R.D.) PLAN BOOK 13, PLAN 9.
- 2) PLAN ENTITLED "LAND IN LACONIA (WEIRS BEACH) NH, SURVEYED FOR LAROSE", DATED: DEC. 15, 1961; SCALE: 1"=20', B.C.R.D. PLAN BOOK 15, PLAN 1118.
- 3) PLAN ENTITLED "PLAN SHOWING LAND FOR NEW ENGLAND TEL-TEL CO.", DATED: JAN. 1962; SCALE: 1"=10', B.C.R.D. PLAN BOOK 16, PLAN 1198.
- 4) "US ROUTE 3 & NH ROUTE 118 RIGHT-OF-WAY PLANS", PREPARED BY THE STATE OF NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION - BUREAU OF HIGHWAY DESIGN, DATE: 6/14/11; SCALE: 1"=20', SHEET NO. 5.
- 5) "AS-BUILT PLAN", PREPARED FOR WEIRS BLVD. REALTY TRUST, PREPARED BY BUSBY CONSTRUCTION, SCALE: 1"=20', DATE: DEC. 2012.



NO.	DESCRIPTION	BY	DATE
REVISIONS			
SPECIAL EVENT SITE PLAN FOR 2026 MOTORCYCLE WEEK			
ASSESSORS MAP 163 - BLOCK 248 - LOT 12			
LACONIA, NEW HAMPSHIRE PREPARED FOR AND BY: WEIRS BOULEVARD REALTY TRUST			
DAVID CHINAN, TRUSTEE 43 FIREWAY ST. LACONIA, NH 03249			
GPI Engineering Design Planning Construction Management 603.893.0720 GPIHET.COM		Greenman-Pedersen, Inc 44 Siles Road Suite One Salem, NH 03079	
SCALE: 1"= 20'	DATE: JANUARY 6, 2025	DRAWING NO.	DATE: 1/6/25
DRAWN BY: HS	CHECKED BY: HS	PROJECT NO.	SHEET NO.
		157603	1 OF 1

WEIRS BLVD. - U.S. ROUTE 3

MAP 163 BLOCK 248 LOT 4
N/F SILVER SCREEN PROMOVINGS INC.
P.O. BOX 5188
LACONIA, NH 03241
BOOK 1238 PAGE 251

MAP 163 BLOCK 248 LOT 3
N/F JOSE E. SEAVAGE
P.O. BOX 5128
LACONIA, NH 03241
BOOK 1238 PAGE 175

Laconia

ROBERTSON

~~ROBERTSON~~





Application #: _____
 Fees Paid: _____
 Check #: _____
 Receipt #: _____

**SPECIAL EVENT
APPLICATION**

New Special Event Special Event Renewal (No Changes)

Name of Event: 2026 SBT East Coast Watercross Rounds 3/4

Type of Event: Closed Course Jet Ski Race

Date(s) of Event: June 5-7 Time of Event: 8AM-5PM

Tax Map/ Lot # (s): _____ Zoning District (s): _____

Street Address: Opechee Park

Number of Parking Spaces: 40-50 Number of Venders: 1 Number of Tents and Sizes: 1 15' x 30'

Parks Approval: _____ Loudspeaker Hours: _____ Non-Profit (501C-3) ID #: _____

Detailed Description of Event: Closed course jet ski races with Awards Ceremony same event as last year

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>Shawn Dudek</u>	_____	_____
Signature: <u>[Signature]</u>	_____	_____
Date: <u>1/6/26</u>	_____	_____

- DUE AT SUBMISSION:**
- ALL FEES
 - COMPLETED APPLICATION CONTACT WORKSHEET
 - COMPLETED CHECKLIST FOR EVENT
 - 10 COPIES OF ENTIRE SPECIAL EVENT APPLICATION AND SUPPORTING DOCUMENTATION