

## EVENTS

### 1. Expected frequency (events per week) of food service activity?

Definition of private events: any event that includes attendees who are NOT overnight paying guests of the inn. Please note, as part of normal operations, overnight paying guests will have reasonable use and access to the inn's facilities, including indoor and outdoor common areas, subject to the inn's overnight lodging terms and conditions.

Private events may or may not include food service activity. Owners expect the overwhelming majority of private events will be under 60 attendees and attended mostly by overnight paying guests. Owners will rent temporary bathroom facilities for any event over 60 attendees.

Expected frequency of private events:

- No more than one event per day
- No more than five events per season larger than 60 attendees
- No more than 30 events total per season (of which, up to 25 events will have 60 attendees or less)

Season is May through October. Private events during the off-season (November through April), if any, will be authorized and permitted by the Town of Oak Bluffs per event.

Owners intend to participate in the larger island economy by supporting festivals and cultural experiences. Owners expect a single private event may be held over two or more days (for example, a wine experience for food/wine festival attendees). If an event lasts more than one day, each day will count toward the 30 event cap.

Expected hours of operation:

Indoor private events:

- 10am to 8pm Sunday through Thursday
- 10am to 11pm Friday and Saturday only
- *amplification:* as reasonable and necessary

Outdoor private events:

- 10am to 5pm Sunday through Thursday
- 10am to 9pm Friday and Saturday only
- *amplification:* speaking voice only, music as authorized and permitted by the Town of Oak Bluffs per event

- 2. Type, frequency (events per week), and attendance of organized events in the last 3 years, and layout of event spaces. Please provide a breakout for seasonal vs. off-season events.**

Event types: life commemorations, birthday parties, family / friend reunions, lectures, weddings

Frequency: approximately three per season (prior to COVID pandemic)

Attendance: most private events were small and intimate, under 60 persons. Largest attendance was approximately 200 persons.

Locations (layout): Great Room, patio and/or garden

Seasonal breakdown: no events were held during off-seasons (November to April)

- 3. Confirm that no event will be held on the outdoor patio at the same time as an event in the Great Room.**

Confirmed. A single event, however, may use the Great Room, patio and garden, or any combination thereof.

## **PARKING**

- 4. How have most attendees in the past gotten to and from the property? Do attendees ever park along the street?**

Private event attendees travel to the inn by foot, bicycle, car, carpool, drop-offs, and public transportation. Attendees are not permitted to park on the streets around the inn.

- 5. With 60 possible attendees at events, what are the specific plans to deal with parking to ensure attendees do not park on the sides of streets in the vicinity or anywhere else in the area? Where would the offsite parking for events be located?**

All private events will be attended by invitation only. Parking will not be provided to attendees, unless an attendee is also an overnight paying guest of the inn. For overnight paying guests only, the inn's lodging terms and conditions will reserve and assign one parking space per suite (12 parking spaces total).

Event invitations will give clear notice to all attendees that parking is not available at the inn. For events that include attendees who are not overnight paying guests, a parking valet may be hired to monitor the parking lot and to enforce street parking restrictions.

**6. Where would off-site parking for events be located?**

The inn does not own off-site parking. When required, off-site parking will be coordinated with the Town of Oak Bluffs or an operator of a commercial parking lot. Any use of off-site parking will be authorized and permitted by the Town of Oak Bluffs.

**HOUSING**

**7. Written proposal for staff housing. This should include the location, floorplans, and amenities for any onsite housing; or details about offsite housing, including location, number of beds per room, amenities, etc.**

The inn will provide seasonal housing for up to three full-time staff at 18 Wayland Avenue, Oak Bluffs. The inn may purchase or rent a separate property in the future to meet staff housing needs.

**8. How many employees will be housed, and will the housing be year-round?**

Up to three employees. Staff housing will be provided during six months of operation (May through October).

**9. Will the anticipated additional staff members be employed seasonally or year-round?**

Seasonally

**10. If employees are housed offsite, how will they get to and from the cottage?**

18 Wayland Ave is a short walk to the inn (0.1 miles).