



## **SCOPE OF BUSINESS AT STEPPING STONES**

The proposed use serves primarily as an event rental space that provides overnight accommodations for small groups on a farm. We can sleep a maximum of 38 guests between two rental buildings, The Lodge (sleeps 24) and The Homestead (sleeps 14). These are not housing options for transient public or travelers. These are pre-planned, pre-approved guests who have agreed to our rental policies in advance. The rental parties often come to us directly, or book through a website like Airbnb or VRBO. These are not separate rental businesses, they are under the umbrella of the event center. People will rent the Lodge and Homestead for family gatherings, vacation rentals, retreats, and a variety of event centered uses. Many of these events take place during standard business hours of 9am-5pm.

The property will operate on lots 14 and 15, both of which are owned wholly by Isabella Martin or entities under her control.

We have found that there is demand for wedding services to be hosted on this property. However, weddings are not the primary business on the farm. We have found that hosting a small number of weddings with a maximum of 99 guests will allow us to generate the revenue required to meet our tax burden and to continue to maintain the farm. We agree that we will only serve parties of up to 99 guests and that all wedding receptions must take place inside the Barn. We will not allow wedding tents or outdoor amplified music for these weddings. This is **not** a large-scale wedding center but a rustic, charming farm atmosphere for guests whom we've vetted and will abide by our policies stated in our contracts. These policies will regulate hours of operation, parking and noise observance. We agree to host a maximum of 20 weddings in each calendar year.

Also, we will not be offering a large scale equine related business under this proposed use. There may be an opportunity to have our own horses or board horses in an effort to preserve the agricultural and rural nature of the farm. A maximum of ten horses would be kept on the property. This is not intended as a revenue generator but will help to keep the spirit of the farm while offsetting cost.

There is no real estate rental business associated with this application.



Please reference below a map (also included in Document 1 of the application) and corresponding key describing each building, it's proposed use, and relevant notes and policies.



## 1) HISTORIC BARN

1<sup>st</sup> floor is currently being used for carriage storage and occasional building/repair projects. We will await the final ruling of the Fire Marshall but at this time it appears that this area cannot be used for stabling of horses in conjunction with gatherings on the 2<sup>nd</sup> floor. It is locked except when in use by maintenance personnel.

2<sup>nd</sup> floor is currently set up for indoor gatherings of 99 or less guests. We only have 99 chairs and we have the appropriate tables that can be arranged in a variety of lay outs to safely offer appropriate distancing both for COVID and Fire Safety. This floor also has an office for use by the Fire Watch and Event Coordinator who will be on premises from the beginning to the conclusion of all gatherings of over 50 guests. It has a bathroom with 2 composting toilets. A wooden bartending station is also on this floor. It is a condition of use that a licensed, certified Bartender who provides "Pour & Serve" services and operates under her/his liability insurance policy. No outside beverages are allowed during the hours of an event. It also houses the maintenance tools owned by the farm in a locked room. The catering vendors use space in the



adjacent former stabling area with cement floors. Food is prepared and cooked off site by certified and insured vendors.

3<sup>rd</sup> floor of the barn is primarily storage space although some bigger tools and lumber are kept there. It remains locked during events.

#### **NOTES/POLICIES**

- **This is an event space used for single day events of less than 99 guests.**
- **Catering is available but food is prepared off-site and prepped in separate catering room.**
- **DJ/Band/amplified music must adhere to the required layout plan**
- **No amplified music outside of the Barn**
- **HOURS OF OPERATION: 11AM to 11PM.... Bar 'Last Call is at 10PM; Bar closes and Music ends at 10:30PM; All guests vacate barn by 11PM.**

## **2) STEPPING STONES LODGE**

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Entire building is intended to be rented to families or groups of friends who wish to gather for a 1, 2 or more day stay. These renters may contact us directly or book through online booking engines such as Airbnb or VRBO.

Not rented to individual guests who wish to 'rent a room' like with a hotel or motel

Sleeps 24 in a combination of Twin and Queen bedroom layouts in 10 bedrooms, with one larger family room accommodating two adults and two children

No outdoor amplified music

Guests are prohibited from hosting events at The Lodge. Only overnight guests are allowed to assemble at the property.

Fully equipped kitchen which is not commercial and not intended for anything other than use by guests

Main room occasionally booked for a one-time rental of approximately 4 hours for gatherings such as baby showers, a ladies' tea, nonprofit or community gatherings, retirement parties, anniversaries or birthdays or business off site meetings. May happen on a weekend or midweek. No evening events to be held outside The Lodge after 9pm.

#### **NOTES/POLICIES**

- **This is a rental space that provides overnight lodging for up to 24 guests.**
- **No events are to be hosted outside after 9pm.**
- **No outside guests are allowed to assemble in this space, only registered guests (max 24)**
- **No amplified music is allowed outdoors**
- **HOURS OF OPERATION: 9AM TO 9PM QUIET HOURS: 9PM TO 9AM**



### 3) THE HOMESTEAD

Entire Homestead is intended to be rented to families or groups of friends who wish to gather for a 1, 2 or more day stay. These renters may contact us directly or book through online booking engines such as Airbnb or VRBO.

Not rented to individual guests who wish to 'rent a room' like with a hotel or motel

Sleeps 14 in a combination of Twin and Queen bedroom layouts in 6 bedrooms

Fully equipped kitchen which is not commercial and not intended for anything other than use by guests

Living Room, Sun Room or Gardens may be occasionally booked for a one-time rental of approximately 4 hours for gatherings such as baby showers, ladies' tea, nonprofit or community gatherings, retirement parties, anniversaries or birthdays, or business off site meetings. May happen on a weekend or midweek. No evening events to be held outside at The Homestead after 9pm.

#### NOTES/POLICIES

- **This is a rental space that provides overnight lodging for up to 14 guests.**
- **No events are to be hosted outside in this space after 9pm.**
- **No outside guests are allowed to assemble in this space, only registered guests (max 14)**
- **No amplified music is allowed outdoors.**
- **HOURS OF OPERATION: 9AM TO 9PM QUIET HOURS: 9PM TO 9AM**

### 4) THE INDOOR ARENA

Will not be used by event guests or for event parking.

**HOURS OF OPERATION: not applicable**

### 5) OUTDOOR BARN/STABLES

This outdoor space has no use under the proposed event center. It may be used in the future to stable up to 10 horses and storage of grain/equipment.

**HOURS OF OPERATION: not applicable**

### 6) THE COTTAGE

This will be used as a detached accessory dwelling unit for staff housing. We feel that having staff living on-site and available around the clock to support policies around safety, noise, etc. will be of great benefit. This is a single family home and would accommodate two adults, both of whom may be employed by the event center. They will be responsible for enforcing policies and serving as a point of contact for the guests and neighbors.

#### NOTES/POLICIES

- **This will be rented monthly to one or two staff members who will be on-site to enforce policies.**
- **No events are to be hosted in this space.**
- **No event guests will be hosted in this space.**



- **No outdoor amplified music will be allowed in this space**
- **QUIET HOURS from 9pm-9am.**

#### **7) BUNGALOW**

This is a small outbuilding that does not have a proposed use under the event center. It will not serve as a place of assembly nor be available for overnight lodging for guests.

#### **8) THE FARM OFFICE**

This space will serve as the business operations office housing two desks and file storage space. This will not be a fully staffed office. It will be a space that is used by management. It will not be a place of assembly for guests.

**Hours of operations: 9AM-5PM**

#### **9) POOL SHED**

This is a small storage shed to be used to store lawn games and pool supplies. It will remain locked to guests.

**Hours of Operation: DNA**

#### **10) THE FARM ANIMAL BARN**

Five goats and two miniature horses live there at present. If we find a free miniature donkey, we would also have that to offer our guests. These animals are there to be loved and enjoyed by our guests and us, adding to the farm ambiance of the property!

**Hours of Operation: 9AM to 5PM**

#### **NOTES/POLICIES**

- **No fees will be charged for use of this space.**
- **This is purely an amenity to keep the rural and agricultural aspects of this property and town.**

