

MEMORANDUM

To: Michelle Perillie, Director

From: Pete Romano

Date: November 11, 2024

Subject: The Inn at Longshore Responses to PZ Staff Report; Positive §8-24 Report 5.26.24

Michelle,

Many of the comments require action either at the time of the zoning permit or during construction. However, in response to your request to address the comments in the 8-24 Positive Report I have responded to each of the comments as follows.

Positive §8-24 Report 5.26.24 Recommendations

1. A site plan should be submitted to confirm compliance with all applicable zoning regulations prior to seeking a Zoning Permit, as agreed to by the applicant.
 - A. **We will coordinate all plans architectural and site to assure compliance.**
2. Prior to submission of the Site Plan application the Commission recommends the architectural plans be modified to:
 - A. Provide for a design that brings the outside in; and
 - B. Adds more glass and allow for more natural light.
 - A. **The architectural plans have been reviewed at multiple ARB Hearings and in collaboration with Board members have received ARB's recommendation for approval.**
3. The Commission recommends, and the applicant agreed, as part of the Site Plan submission, to:
 - A. Provide information to the Planning and Zoning Department that may be shared with members of the public identifying whom to contact and their mobile number to address noise complaints resulting from an event at the facility.
 - A. **Once a contractor has been selected, we will provide that information. In the interim you can use Michale Ryan a Principal of Longshore Hospitality at 203.984.9830 or me my cell is 203.247.1825**
 - B. Provide a Site Plan overlay to better illustrate the changes between existing and proposed conditions.
 - A. **We will prepare an overlay as an exhibit and present it at the PZ hearing.**
 - C. Confirm the proposed conditions encompass all required improvements listed as part of the "Improvement Project" in the current lease.
 - A. **We have a "lease line" on our site plan indicating the limits of the area leased from the Town by Longshore Hospitality. All the proposed improvements are within that lease line. We can address that further at the PZ hearing**

- D. Consider instituting a noise curfew and/or adding soundproofing when renovating the Inn to mitigate noise impacts to residents who live within, adjacent to, and across from Longshore Club Park.
 - A. **We can address that further if additional measures are required beyond the Town Ordinance which prohibits construction accompanied by noise between the hours of 8:00 PM and 7:00 AM on weekdays and between the hours of 8:00 PM and 9:00 AM on Saturday, Sunday and legal holidays.**
- E. Submit a landscape demonstrating how water quality of stormwater runoff will be enhanced to mitigate potential adverse impacts to coastal resources, as agreed to by the applicant.
 - A. **Our Site Improvement Plans and Storm Water Management Report recommends water quality measures, and our CAM report indicated there are no adverse impacts to the coastal resources from the proposed site and building improvements**
- F. Submit Administrative Approval from the Conservation Department for work within the Waterway Protection Line Ordinance (WPLO) jurisdiction should be submitted prior to submitting a Site Plan application and the boundaries of the WPLO should be added to the Site Development Plan.
 - A. **An administrative approval from Conservation has not been issued yet. However, I have attached a memo herewith from Colin Kelly Conservation Director that prior to the issuance of the Zoning Permit he is prepared to issue an administrative approval for the WPLO.**
- G. Submit a construction sequencing plan showing how construction staging will occur so as not to conflict with the Parks and Recreation Department's needs and those of users of Longshore Club Park.
 - A. **Our office will prepare a construction once PZ approval is granted and prior to seeking the Zoning Permit.**
- 4. The Commission recommends after the Site Plan is approved, if approved, the applicant should hire an independent site monitor to provide reports noting any areas of concern during major construction activities as recommended by the Conservation Director.
 - A. **Our office is prepared to coordinate the hiring and collaborating with an independent Site Monitor. In some instance similar to the Longshore Project, where there is limited site disturbance the Conservation office has allowed our office to provide the Site Monitor.**
- 5. The Commission further recommends the Town should assign responsibility to an appropriate staff member, such as the DPW Maintenance Supervisor, to confirm the applicant's compliance with the lease terms when work is completed if approved.
 - A. **TBD by the P&Z**