



# City of Woonsocket, RI

## Design Review Commission Meeting Minutes

Date/Time: Tuesday, March 8, 2022 | 6 PM

Location: Teleconference Via Zoom, Meeting ID: 871 4730 0987

I. Call to Order

Chairman Finlay called the meeting to order at 6:00 PM.

II. Attendance Review

Members in Attendance:

1. Ken Finlay, Chairman
2. Wendall Gardner, Vice-Chairman
3. Jon Pratt, Member
4. Roji Eappen, Secretary

Staff in Attendance:

1. Kevin Proft, City Planner/Administrative Officer
2. June Mousseau, Recording Secretary
3. Michael Debrousse/Planning Director

Guests:

1. Bill Raposo (owner of Dunkin')
2. Joseph Lima (owner of Dunkin')

III. Correction/Approval of Minutes: None

IV. Meeting Business

**Design Review | Applicant: Brian Ribeiro | Owner: Woonsocket Realty LLC | Project Location: 308 Cumberland Street (Lots 37-191) | Project Description: The applicant proposes renovations to the façade, signage, and parking lot/drive-through of a Dunkin' franchise.**

Mr. Raposo presented his proposed project, a renovation of the Dunkin' at 308 Cumberland Street, to the Planning Board. He stated that they typically do renovations every 10 years.

Mr. Proft described the proposed changes, including updated signage, a new menu board, facade renovations, retaining wall maintenance, and interior renovations (which are not reviewed by the Design Review Commission).

Mr. Raposo said they will change the name to Dunkin'. He stated a new digital menu board would be installed. He stated parking layout would remain the same. He stated the Dumpster pad and associated fence would be replaced. He stated they typically power wash the retaining walls every 2 years.

Chairman Finlay suggested that a vegetative buffer between the parking area and sidewalk be added to improve the visual quality of the property and the City's streetscape. Mr. Raposo said he did not feel this was necessary given the establishment's location on a commercial road and said that the cost of such an improvement was not possible given the available budget. Mr. Proft and Chairman Finlay stated that improving the visual quality of high-traffic roads and intersections was a goal of the Design Review Commission. The applicant stated they would consider this option as part of a future project. The applicant stated that due to cost escalation related to supply chain issues/Covid-19 that the project was already going to be very expensive.

Mr. Raposo stated that they will reseal the parking lot and add two additional 16' light poles along the southern property line for better lighting. Mr. Proft noted that this would likely require an additional building permit or a modification to the existing permit. He suggested reaching out to the Building Official's Office. Mr. Proft requested that all new lighting be LED, downward facing, and timed to turn off after business hours. The applicant agreed.

Mr. Proft asked if the exterior finish would be clapboard or EIFS. There was a contradiction between the visual representation on the plan and the associated label. The applicant stated that the existing EIFS would be painted, except on the new parapets and behind the "Woonsocket Runs on Dunkin'" sign, where cement fiber clapboard would be incorporated.

Mr. Proft and Chairman Finlay stated that a crosswalk should be striped from the public sidewalk to the front of the building. Mr. Proft recommended having the crosswalk align with the handicap parking loading area to take advantage of the handicap ramp leading to the sidewalk in front of the structure. Wendall Gardner questioned whether the aisle could be used for both a crosswalk and a handicap parking loading zone. Mr. Finlay requested that Mr. Proft research this following the meeting and communicate his findings to the applicant. The applicant agreed to add the crosswalk and said they would wait to hear back about the alignment.

The Planning Board discussed restricting construction hours. The applicant stated that they will be closing the business during the renovation period, so do not need to work at night to avoid disruption of the business during business hours. The applicant stated the renovations would take about 2 weeks. The applicant stated that almost all work would take place Monday to Friday, but that, if they fall behind, work could be conducted on Saturdays as well. The Planning board

limited construction hours to Monday – Friday 6 a.m. to 6 p.m., Saturday 7a.m. to 5p.m., and no construction on Sundays.

Chairman Finlay stipulated the Draft Approval Letter into the record and included the following conditions of approval:

1. Construction shall be limited to 6 a.m. – 6 p.m. on Monday-Friday, 7 a.m. – 5 p.m. on Saturday, and no construction on Sunday.
2. Where new or replacement lighting is proposed, fixtures shall be LED, downward-facing, and timed to shut off one hour after business hours.
3. Where signage is illuminated, it shall be LED and timed to shut off one hour after business hours.
4. A crosswalk shall be striped through the parking area from the sidewalk on Cumberland Street to the sidewalk in front of the structure. *Editor's Note: Upon further review following the Design Review Commission meeting, it was determined that the ADA parking space aisle between ADA parking spaces may be incorporated into the crosswalk.*

The Design Review Commission voted on the following motion during its meeting on March 8, 2022:

Motion by Member Gardner and seconded by Member Eappen that the petition for Design Review proposed by Brian Ribeiro (applicant), on behalf of Woonsocket Realty LLC (Owner) for property located at 308 Cumberland Street (Lot 37-191) in Woonsocket be approved with conditions.

Motion: Vice-Chairman Gardner

Second: Secretary Eappen

Discussion: None

Vote:

Vice-Chairman Yes

Secretary Eappen Yes

Member Pratt Yes

Chairman Finlay Yes

**Motion Passed 4-0-0**

V. Administrative Officer's Report: None

VI. Adjournment

Motion to adjourn the meeting at 6:48p.m.: Vice-Chairman Gardner

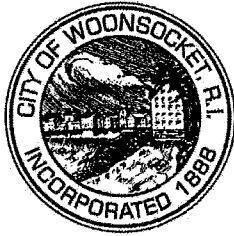
Second: Secretary Eappen

Discussion: None.

Vote:

Chairman Finlay	Yes	
Vice-Chairman Gardner	Yes	
Secretary Eappen	Yes	
Member Pratt	Yes	
<b>Motion</b>	<b>Passed</b>	<b>4-0-0</b>

**Addendum**  
**Design Review Approval, 308 Cumberland Street**



# City of Woonsocket, RI

## Design Review Commission

To: Brian Ribeiro, E. Ribeiro Corp (Applicant)  
Woonsocket Realty LLC (Owner)

Date: March 8, 2022

Re: Design Review Approval - 308 Cumberland Street Façade, Sign, and Parking Lot Improvements

The Design Review Commission **approved – with conditions** – Brian Ribeiro’s Design Review application at its March 8, 2022 meeting. The scope of the Design Review was limited to architectural design, signage, and minor site improvements. No other improvements are proposed at this time. The applicant proposes to renovate the façade of the structure, update signage, and restripe portions of the parking area at 308 Cumberland Street (Lot 37-191). The use of the structure, a Dunkin’ restaurant, will remain the same. Design Review Commission approval is required per section 12.1-1 of the Zoning Ordinance because the project proposes significant alterations to the façade of a commercial structure and new signage.

The following items were used to inform the decision of the Design Review Commission: Relevant excerpts from “Renovations to Store for Billy Raposo & Joe Lima 308 Cumberland St. Woonsocket, RI,” by Mancino Associates Architects LLC (September 2021), Sign Plan by Poyant (February 9, 2022), Staff Comments (February 22, 2022), Applicant Responses (February 24, 2022), staff report (March 4, 2022), draft Design Review Approval letter (March 8, 2022).

The Design Review Commission evaluates projects based on the following evaluation criteria: (1) architectural design (2) landscape design, (3) impacts on available utilities, (4) traffic impacts, (5) on-site traffic circulation, (6) overall visual quality, (7) relationship to surrounding building sites, (8) sign design and placement, and (9) site layout. The scope of this Design Review was limited to architectural design, on-site traffic circulation (specifically pedestrian access from the sidewalk to the structure), and signage only. No other improvements are proposed at this time. The Design Review Commission made the following findings:

- (1) The architectural design of the project is appropriate for the type of project proposed. The storefront includes windows that show the activity within the structure. The roofline is varied to limit the visual impact of the flat roof. The façade of the building is articulated and broken up with different materials and textures to avoid long stretches of flat or blank walls. The façade uses a neutral color scheme except for limited pink and orange accents. New building materials – including fiber-cement “wood” siding, EIFS, and metal – are attractive and durable in nature. All new or replacement lighting associated with the structure will be LED, downward facing, and timed to shut off one hour after business hours.
- (5) Existing pedestrian access to the structure is lacking. The applicant agreed to improve pedestrian safety by adding a crosswalk from Cumberland Street to the front of the structure.

- (8) The sign design of the project is appropriate for the type of project proposed. Wall signage is proportional in size and scale to the building façade and integrated with the architectural design. Freestanding signs (primary) reface existing signage with new branding. Signage and equipment associated with the drive-thru improves visual quality compared to existing conditions. Signage uses no more than two font sizes and three colors – pink, orange, and white. Logos are used and text is limited. The signage is constructed of industry standard material and is of high quality. Signage will be timed to turn off one hour after business hours.

Conditions of Approval:

1. Construction shall be limited to 6 a.m. – 6 p.m. on Monday-Friday, 7 a.m. – 5 p.m. on Saturday, and no construction on Sunday.
2. Where new or replacement lighting is proposed, fixtures shall be LED, downward-facing, and timed to shut off one hour after business hours.
3. Where signage is illuminated, it shall be LED and timed to shut off one hour after business hours.
4. A crosswalk shall be striped through the parking area from the sidewalk on Cumberland Street to the sidewalk in front of the structure. Upon further review following the Design Review Commission meeting, it was determined that the ADA parking space aisle between ADA parking spaces may be incorporated into the crosswalk.

The Design Review Commission voted on the following motion during its meeting on March 8, 2022:

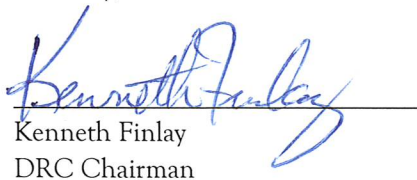
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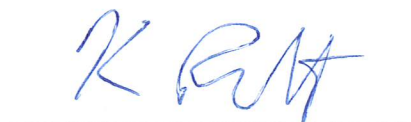
Chairman Finlay	Yes
Vice Chair Gardner	Yes
Member Eappen	Yes
Member Pratt	Yes

Motion	Passes	4 - 0 - 0
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As stated in § 12.1-7 of the Zoning Ordinance, all plans and designs approved by the Design Review Commission shall be executed as such. Failure to comply with approved plans shall be deemed a violation of this ordinance and of the building permit issued for such development, and shall cause the building official to issue a stop-work order until such time that the violation has been satisfactorily remedied.

Sincerely,

  
Kenneth Finlay  
DRC Chairman

  
Kevin Proft  
Design Review Officer