

# City of Woonsocket, RI

## Design Review Commission Meeting Minutes

**Date/Time:** Tuesday, July 13, 2021 | 6:00 PM

**Location:** Online Meeting via Zoom, Meeting ID: 84893 4821 9852

I. Call to Order

Chairman Finlay called the meeting to order at 6:02 PM.

II. Attendance Review

Members in Attendance:

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

Staff in Attendance:

1. Kevin Proft, Design Review Officer
2. Theresa Dunigan, Recording Secretary

III. Remote Meeting Announcement:

General Proceedings

1. Each agenda item will be read in-full to ensure it is clear what matter is before the board.
2. Members should request permission to speak from the Chair prior to speaking. The Chair should recognize the Member by name.
3. Members will identify themselves each time before they speak.
4. All votes should be conducted by roll call.

Public Comment

1. The public will be muted by the meeting administrator until the Chair opens the floor to public comment, at which point all members of the public will be unmuted.
2. Members of the public wishing to comment should use the "raise hand" tool on their zoom screen so they may be called on by the chair to speak. If this method proves to be too challenging, the meeting administrator will mute all members of the public, and then unmute each member of the public one-by-one and ask if they have a comment.
3. Members of the public wishing to comment should state their first/last name and address for the record, then state their comment.

Documentation

1. Documents associated with the items being discussed at the meeting are available to the public on the Planning Board's webpage on the Woonsocket website.
  - i. <https://www.woonsocketri.org/planning-board/pages/meeting-files>

#### Technical Difficulties

1. If remote access is interrupted for all participants and cannot be restored within 10 minutes, the remainder of the meeting items will be continued to the following meeting. The board will preemptively vote to continue items not addressed due to potential technical difficulties to the next meeting to avoid the need to re-advertise said items. The date of said meeting must be included in the motion to continue.

Motion to CONTINUE to the next meeting any remaining meeting items if the meeting if stopped due to technical difficulties: Member Gardner

Second: Secretary Miller

Discussion:

Vote:

Chairman Finlay	Yes
-----------------	-----

Vice-Chairman Eappen	Yes
----------------------	-----

Secretary Miller	Yes
------------------	-----

Member Gardner	Yes
----------------	-----

Member Pratt	Yes
--------------	-----

<b>Motion Passed</b>	<b>5-0-0</b>
----------------------	--------------

#### IV. Correction/Approval of Minutes:

Motion to APPROVE Planning Board Meeting Minutes of May 4, 2021 and May 11, 2021:

Member Pratt

Second: Member Gardner

Discussion:

Vote:

Chairman Finlay	Yes
-----------------	-----

Vice-Chairman Eappen	Yes
----------------------	-----

Secretary Miller	Yes
------------------	-----

Member Gardner	Yes
----------------	-----

Member Pratt	Yes
--------------	-----

<b>Motion Passed</b>	<b>5-0-0</b>
----------------------	--------------

#### V. Old Business

None.

#### VI. New Business

- a. **Design Review | Façade Renovation at 293 Social Street (Burger King) | Owner: Jan Companies (Lyndonville, NY) | Applicant: APD Engineering & Architecture, PLLC | Project Location: 293 Social Street (Lot 22-52) | The applicant has proposed complete façade improvements to the Burger King at 293 Social Street. The Design Review Commission may vote on a motion to approve the application at this meeting.**

Steve Miller, JSC Management, and Tim Warren, ADP, presented the application, describing the proposed changes to the interior and exterior of the structure. They confirmed to the board that the edges of the awnings over the windows and doors would not be lit with red striping as mistakenly shown on the architectural elevations. They agreed to move review and approval of

the free-standing sign to a future Design Review meeting, since the applicant will be returning for site design modifications anyway. They said they would investigate alternate designs that were acceptable to the owner and Burger King Corporate and that better aligned with the Design Review Guidelines. The board encouraged the monument sign to reflect the architectural elements of the primary structure. There was discussion of a potential drive-through realignment and dumpster relocation. Mr. Proft noted that these items would be reviewed during a separate Design Review meeting and that the architectural elements and wall signage were the focus of the current meeting. The project representatives confirmed to the board that on-site lighting would be shut off one-hour following closing. They agreed to limit construction from 7 a.m. to 7 p.m. Monday-Friday and 7 a.m. to 5 p.m. on Saturday with no construction on Sunday. The Planning Board agreed to allow nighttime construction on the rear of the façade to avoid forcing the business to close its drive through window during construction. The project representatives stated that construction on the rear façade would take approximately three to four days.

Chairman Finlay read the Design Review Commission Limited Design Review Approval into the record, including the following conditions of approval:

1. This limited Design Review Approval permits the applicant to obtain building permits for interior, façade, and signage construction work.
2. If the applicant moves forward with changes to the lot's site design, they shall appear before the Design Review Commission again for approval of landscape design, impacts on available utilities, off-site traffic impacts, on-site traffic circulation, overall visual quality, relationship to surrounding buildings & sites, and site layout prior to applying for permits or beginning construction.
3. Except for the exception below, construction shall be limited to 7 a.m. – 7 p.m. on Monday-Friday, 7 a.m. – 5 p.m. on Saturday, and no construction shall be performed on Sunday. Nighttime construction work may be performed on the drive-through façade to avoid the need to close the drive-through during business hours.
4. The proposed freestanding sign will be at least five feet from all lot lines.
5. The number of freestanding signs will be limited to one (1).
6. Design Review of the freestanding sign was deferred to the site design phase of the project and will be reviewed at a future Design Review Commission meeting. All other signage is approved as presented at the July 13, 2021 Design Review Commission Meeting.

Motion to APPROVE the Design Review Application with Conditions of Approval: Vice-Chairman Eappen  
Second: Member Gardner  
Discussion: none

Vote:

Chairman Finlay	Yes
Vice-Chairman Eappen	Yes
Secretary Miller	Yes
Member Gardner	Yes
Member Pratt	Yes

**Motion Passed** 5-0-0

- b. Design Review | New Self-Storage Building at 777 Providence Street (Ayotte Field) | Owner: City of Woonsocket | Applicant: True Storage c/o Bussiere, P.A. | Project Location: 777 Providence Street (Lot 5-79) | The applicant has proposed the construction of a new, three-story, 90,000-square foot self-storage building at 777 Providence Street with associated site improvements. The Design Review Commission may vote on a motion to approve the application at this meeting.**

Josh Sullivan, True Storage, and Brian Jones, Allan & Major Associates, presented the project to the Design Review Commission. Mr. Jones reviewed the site plans. The proposed self-service storage facility is three-stories and has a 30,000 square foot footprint (90,000 s.f. floor area). Nine parking spaces are proposed, with two being reserved as handicap spaces. The project would be served by utilities from Providence Street.

Mr. Proft asked the applicant to confirm where the entry to the building would be located. The site plan identifies the entry at the southeast corner, but the architectural plans identify the entry at the northeast corner. The applicant stated that the entry had been relocated, at the City's request, to the northeast corner, but that the parking would remain at the southeast corner.

Member Pratt asked about the expected water and sewage usage. The applicant stated that the building would be sprinkled, and that there would be a bathroom for staff usage on the first floor.

Member Pratt asked about the height of the retaining wall and the fencing at the top of the retaining wall. The applicant stated that the wall would be about 23 feet high and that a black, vinyl-coated chain link fence would be constructed on top of the wall for fall protection. The Planning Board asked if a more decorative fence could be used. The applicant said they could consider this.

Member Pratt asked about site security. The applicant stated that the building would have key-card entry, which could be tracked, and security cameras. The site does not need to be fenced for security purposes.

Mr. Finlay asked about the number of storage units. The applicant stated that there would be 620 units of various sizes ranging from 5'x5' to 10'x30'. Mr. Finlay stated that he was concerned that nine parking spaces would not be enough to accommodate 620 units, especially since at least one would be filled by staff and two were reserved as handicap spots. The applicant stated that they had experience with similar facilities and that they were confident that nine parking spaces were enough. The applicant stated that more parking could be added if needed.

Mr. Finlay asked if the Smithfield Road curb cut would remain. The applicant stated that the curb cut would be closed as part of the project.

Mr. Finlay asked about the fence style to the north and west of the project. The applicant stated that it would be solid and not chain link. The applicant agreed to use a capped-stockade fence rather than a traditional stockade fence.

Mr. Proft asked about the fence and landscaping along the western property line, which appeared to be within a wooded area. The applicant stated that they could remove the fence and landscaping from the plan. Mr. Proft said the Zoning Official should determine whether the proposed screening is required or if the natural vegetation is adequate.

Mr. Finlay expressed concerns with the applicants lack response to City comments and late plan submission before the Design Review meeting. He stated that the plans appeared to need revision, noting the discrepancy between the architectural plan's entry location and the site design plan's entry location and the proposed landscaping within the wooded area at the west of the lot. He reiterated his concern about the limited parking and noted that there was also no Dumpster location identified on the plan. He said he was leaning towards tabling the application until the August 3, 2021 meeting to allow more time for plan revisions and to allow more time for the Design Review Commission to review the plan before voting on it.

Member Miller stated that he agreed that the proposed parking seemed inadequate.

Mr. Proft stated that he and the Zoning Official had encouraged the applicant to seek a parking variance to reduce the parking to an amount that they thought necessary given the proposed use rather than conform to the Zoning Ordinance which would have required hundreds of parking spaces. He stated that that he trusted the applicant's experience with similar facilities, but noted that the city has had parking issues in the past. He suggested the applicant add additional parking to ensure parking for the storage facility would not overflow to on-street or to neighboring business' lots. He noted that parallel parking spaces along certain drive lanes could likely be added to the site plan without making significant alterations.

The applicant stated that they would investigate adding additional parking.

The applicant stated that self-services storage facilities generally do not include Dumpsters to discourage tenant dumping. He stated that waste would be managed via normal trash totes and would be mostly reserved for office refuse. He stated that if items are dumped at the property or along public highways, the offender can generally be identified because the keyed entry system allows the facility to know who accessed the building around the time of the dumping.

Motion to TABLE item until the August 3<sup>rd</sup>, 2021 meeting Approval: Secretary Miller

Second: Member Gardner

Discussion: None

Vote:

Chairman Finlay	Yes
Vice-Chairman Eappen	Yes
Secretary Miller	Yes
Member Gardner	Yes
Member Pratt	Yes

**Motion Passed 5-0-0**

VII. Administrative Officer's Report:

- a. DR Approval - Signage - Geri's Bluffing Boutique - 285 Main Street
- b. DR Approval - Signage - Pappas | OPT signage - 20 Cumberland Hill Road
- c. DR Approval - Signage - Antojitos Taqueria - 1188 Cumberland Hill Road
- d. Administrative Subdivision - Baily Street & Transit Street - lot merger, 2 lots to 1 lot
- e. Administrative Subdivision - Simonne Avenue - Transfer of dead end turnaround from private property to City right-of-way
- f. Administrative Subdivision - 1500 Diamond Hill Rd - Lot merger, 5 lots to 2 lots
- g. Administrative Subdivision - 1697 Mendon Road - Lot merger - 2 lots to 1 lot
- h. Administrative Subdivision - 34 Delude Ave - moved parcel line between abutting lots.

Mr. Proft notified the Commission members that Theresa Dunnigan has resigned as the Commission's recording secretary. The members expressed their gratitude for her time as the recording secretary of the Planning Board and Design Review Commission.

VIII. Next Meeting Date:

August 3, 2021

IX. Adjournment

Motion to adjourn the meeting at 7:53 PM: Member Gardner

Second: Member Pratt

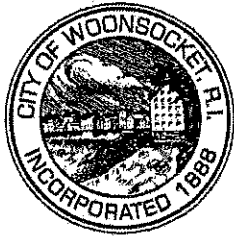
Discussion: None

Vote:

Chairman Finlay	Yes
Vice-Chairman Eappen	Yes
Secretary Miller	Yes
Member Gardner	Yes
Member Pratt	Yes

**Motion Passed 5-0-0**

## 293 Social Street - Burger King Facade & Wall Signage Approval



# City of Woonsocket, RI

## Design Review Commission

To: APD Engineering & Architecture, PLLC  
615 Fishers Run  
Victor, NY 14564

Jan Companies  
PO Box 217  
Lyndonville, NY 14098

Date: July 13, 2021

Re: Project: 293 Social Street Façade Improvements | Applicant: APD Engineering & Architecture, PLLC | Owner: Jan Companies | Limited Design Review Approval

The Design Review Commission **approved – with conditions** – APD Engineering & Architecture's application for Design Review at its July 13, 2021 meeting. The scope of the Design Review was limited to architectural design and signage only. Other aspects of the overall project will be reviewed under a separate application (e.g. site design, landscape design, circulation, etc.). The applicant proposes to renovate the façade of the structure at 293 Social Street (Lot 22-52). The use of the structure, a Burger King 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.

The following items were used to inform the decision of the Design Review Commission: design review application (signed April 6, 2021); architectural plans and elevations (February 24, 2021), sign plans (September 25, 2020), two rounds of planner comments with applicant responses (comments dated May 3, & June 17, 2021), staff report (July 7, 2021), draft Design Review approval letter (July 7, 2021).

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 Design Review Commission performed a limited Design Review that assessed only the architectural design and sign design of the project. The project will be reviewed against the remaining evaluation criteria at a future meeting. The Design Review Commission made the following findings:

- (1) The architectural design of the project is appropriate for the type of project proposed. The building interfaces with the street via windows and an entrance from the sidewalk. 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 project includes pedestrian-scale awnings over the windows and entry ways. The façade uses a neutral color scheme except for limited red accents. Building materials – including brick, stucco, ceramic tile, and cement fiberboard – are attractive and durable in nature. Energy efficiency measures, including LED lighting and a new, white roof will be incorporated into the project. All new lighting



associated with the structure will be LED, downward facing, and timed to shut off one hour after business hours. No new mechanical equipment is proposed.

- (8) The sign design of the project is appropriate for the type of project proposed. Signs are proportional in size and scale to the building façade and integrated with the architectural design. The signage uses only two font sizes and two colors – red and orange. Logos are used and text is limited. The signage is constructed of industry standard material and is of high quality.

Conditions of Approval:

1. This limited Design Review Approval permits the applicant to obtain building permits for interior, façade, and signage construction work.
2. If the applicant moves forward with changes to the lot's site design, they shall appear before the Design Review Commission again for approval of landscape design, impacts on available utilities, off-site traffic impacts, on-site traffic circulation, overall visual quality, relationship to surrounding buildings & sites, and site layout prior to applying for permits or beginning construction.
3. Except for the exception below, construction shall be limited to 7 a.m. – 7 p.m. on Monday-Friday, 7 a.m. – 5 p.m. on Saturday, and no construction shall be performed on Sunday. Nighttime construction work may be performed on the drive-through façade to avoid the need to close the drive-through during business hours.
4. The proposed freestanding sign will be at least five feet from all lot lines.
5. The number of freestanding signs will be limited to one (1).
6. Design Review of the freestanding sign was deferred to the site design phase of the project and will be reviewed at a future Design Review Commission meeting. All other signage is approved as presented at the July 13, 2021 Design Review Commission Meeting.

The Design Review Commission voted on the following motion during its meeting on July 13, 2021:

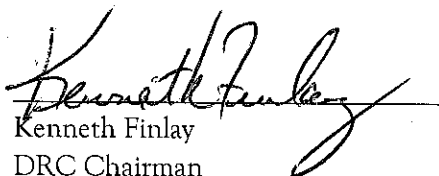
Motion by Member Eappen and seconded by Member Gardner that the petition for Limited Design Review proposed by APD Engineering & Architecture, PLLC (applicant), 615 Fishers Run, Victor, NY 14564, on behalf of Jan Companies (owner), PO Box 217, Lyndonville, NY 14098 for property located at 293 Social Street (Lot 22-52) in Woonsocket be approved with conditions.


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

Motion	Passes	5 - 0 - 0
--------	--------	-----------

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

RECEIVED IN WOODSOCKET R.I.  
DATE JUL 21, 2021 TIME 10:15:55A  
Christina Harmon, CITY CLERK