

City of Woonsocket, RI

Design Review Commission Meeting Minutes

Date/Time: Tuesday October 5, 2021, 6 p.m.

Location: City Hall, 169 Main Street, Woonsocket | Harris Hall (3rd Floor)

I. Call to Order

Chairman Finlay called the meeting to order at 6:57 PM.

II. Attendance Review

Members in Attendance

1. Ken Finlay, Chairman
2. Wendall Gardner
3. Jon Pratt

Members Absent:

1. Roji Eappen, Vice-Chairman

Staff in Attendance:

1. Kevin Proft, City Planner/Administrative Officer
2. Genesis Johnson, Recording Secretary

Chairman Finlay informed the Board that due to personal circumstances, Secretary Ron Miller resigned his position and thanked Secretary Miller for his service on the Board.

III. Correction/Approval of Minutes

Minutes will be reviewed at the next meeting.

IV. **Design Review | Façade & signage improvements | Owner: Dan's Property Acquisition LLC | Applicant: Dan's Management & Dasco Signs | Project Location: 1338 Park Ave (Dunkin') | The applicant has proposed façade and signage improvements to the existing structure at 1338 Park Ave (Lot 18-413).**

John Catalfamo presented the application to the Commission. He proposed to remodel the exterior of the Dunkin' at 1338 Park Ave, comparing the proposed changes to those at the South Main St Dunkin' location. The remodel includes updating the façade and signage.

Member Gardner asked Mr. Catalfamo if any changes are being made to the landscaping. The applicant explained that all landscaping was replaced and updated last year.

Mr. Proft provided photos of recent and local Dunkin' renovations and asked Mr. Catalfamo to confirm that the proposed renovation would be similar. Mr. Catalfamo confirmed that the general scheme would be similar. Mr. Proft noted that the provided façade plans showed one side of the building being entirely dark gray and asked if a contrasting gray or color could be introduced. Mr. Catalfamo replied that he agreed with Mr. Proft's assessment and stated that he intended to introduce a contrasting color to this side of the building.

Mr. Proft asked about the clearance canopy proposed at the drive-thru speaker. He noted that vehicles that were unable to pass under the canopy would not have an exit strategy once they were in the drive through lane. Instead, they would need to reverse onto Park Ave from the drive through lane. He stated that if the canopy were removed, vehicles would be able to exit the drive-through lane as they rounded the structure, in a safer fashion. Mr. Catalfamo explained that Dunkin' is adamant about keeping the canopy as it is uniform to their other locations and that the stated concern, while understandable, does not happen often enough for it to change the design. The Design Review Commission agreed with the applicant's position.

Mr. Proft asked the applicant if the existing pole sign could be replaced with a more attractive monument sign instead of only being refaced with updated branding. The applicant stated that the monument sign was outside the budget of the proposed project.

Mr. Catalfamo told the Board that construction would likely not go after dark and that while the aim is to remain open as much as possible during the 8-day process, the drive-thru may close throughout the day. When Member Gardner asked about the location of the Dumpster on the property, Mr. Catalfamo answered that it would most likely be pushed farther back in the parking lot during business hours and brought closer to the front door when the store is closed.

According to Mr. Catalfamo, the lighting in the location was switched to LED 3 to 4 years ago, and any lighting that is installed during this project will be downward facing and LED. Lights are timed to turn off a half an hour after close for safety of employees.

Mr. Proft told Mr. Catalfamo that other applicants have agreed to add energy efficiency measures into their renovation plans – such as a white roof and asked if Dunkin' would be willing to adopt a similar plan. The applicant responded that the replacement of the roof and insulation planned for the relatively near future would improve the buildings energy efficiency.

The applicant confirmed that there would be no new mechanical equipment installed as part of the project.

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

- (1) Construction shall be limited to 6 a.m. to 6 p.m. on Monday – Saturday, and 7 a.m. to 5 p.m. on Sunday.
- (2) Site lighting and illuminated signs will be timed to turn off within 30 minutes of business closing.

Motion to APPROVE the Design Review Application with Conditions of Approval: Member Gardner

Second: Member Pratt

Discussion: None.

Vote:

Chairman Finlay	Yes
Vice-Chairman Eappen	Absent
Member Gardner	Yes
Member Pratt	Yes

Motion **Passed** **3-0-0**

V. Design Review | Drive-thru & Site improvements | Owner: Renaissance Development Corp. c/o Janice Mathews | Applicant: JSC Management Group c/o James Cammilleri | Engineering Consultant: ADP Markevicz c/o Todd Markevicz | Project Location: 293 Social Street (Burger King) | The applicant proposes to expand existing drive-thru capacity and make other site improvements at 293 Social Street (Lot 22-52).

Todd Markevicz, APD Engineering, and Nicole Rose, the current manager of Burger King at 293 Social St, presented the plans to the Board. They proposed the construction of a double drive-through. Currently, all drive-through customers must drive onto the adjacent property to enter the queue. 80% of the restaurant's revenue consists of drive-through sales. Mr. Markevicz stated that adding drive through access directly from Social Street to Burger King's property would improve the visibility and accessibility of the drive-through operation, while maintaining the existing access point would allow additional drive-through capacity.

Chairman Finlay asked how many additional cars the proposed double drive-thru could stack and Mr. Markevicz answered four coming from either direction.

The applicant explained that a new ordering unit would be installed to serve the new access lane from Social Street and the existing lane's unit would be replaced with a new unit. He noted that there would still only be one drive up window. Ms. Rose explained that the computer systems inside will have buttons to keep track of which orders come from which stations.

Member Gardner asked Ms. Rose the busiest time of operation, and she replied that 10:30 a.m. – 2:00 p.m. saw about 135 cars, and 2:30 p.m. – 5:00 p.m. saw another 140. She also said that the average time a customer is in the drive-thru from ordering to leaving is 2.5-3.5 minutes.

There is currently a 9.5-foot canopy at the pick-up window. The proposed drive-through configuration would not provide an exit lane for vehicles greater than 9.5 feet. Mr. Proft noted that these vehicles would need to reverse onto Social Street to exit the lane. Chairman Finlay deciding these occurrences would be a rare enough that the proposed design did not need to be altered. He noted that other locations on Social Street require delivery vehicles to reverse onto Social Street, which has not been a significant problem.

Mr. Proft noted that there would be a limited number of cars that could queue behind a vehicle at the ordering unit. If three cars were queued, it would result in the sidewalk being blocked and cars potentially queuing on Social Street. The applicant stated that the alternate drive-through lane would address this concern as long as signage clearly stated that cars should not queue on Social Street and that additional drive-through capacity could be accessed via the next driveway on Social Street. The Design Review Commission agreed with the applicant's position. The applicant agreed to work with the City to come up with signage that would alleviate concerns about traffic disruption on Social Street.

Ms. Rose confirmed that the restaurant's lights are not on a timer and must be turned off manually. Since all equipment is being replaced as part of the project, Mr. Proft suggested that the additional cost and effort associated with putting the signage and lighting on a timer would be minimal. He suggested a stipulation requiring signage to be timed to turn off after hours be included in the Commission's approval. The Commission agreed.

Mr. Proft asked if the menu board could be moved further down the drive-through lane to allow additional car stacking behind vehicles at the ordering unit. Mr. Markevich and Ms. Rose stated that the existing conditions on the site prevented the proposed relocation of the menu board.

Mr. Markevich said that the franchisees want to make the store look as new and refreshed as possible and agreed to improve landscaping on the property. The applicant committed to replacing street trees that had died and removing and replacing unhealthy existing street trees. They also agreed to add special interest landscaping in certain areas.

Mr. Proft asked if the wall along the west property line and to the right of drive-through customers could be reduced in height to match the height of the wall where it meets Social Street. Member Gardner stated that since portions of the wall were already being demo-ed as part of the project that reducing the height of the wall would not be a difficult or costly task. The applicant agreed to reduce the height of the wall.

Mr. Markevich stated that the dumpster enclosure would be a wooden board-on-board fence.

Mr. Proft requested a copy of the easement that allows Burger King to access its existing drive through lane via the abutter's property. He noted that the easement provided seemed to be unrelated to the project in question. The applicant agreed to provide the easement. The Engineering Division requested the document to confirm that the proposed work would be permitted under the easement.

Mr. Proft stated that, despite the applicant's willingness to work with the City to develop a quality project, he felt that the applicant should update its plan and return for approval at the next Design Review Commission meeting. Chairman Finlay Determined that he was comfortable approving the project with the provision that the applicant address the comments provided by City Staff prior to moving forward with the project. Mr. Proft said this was possible as the major question regarding whether the Social Street entrance to the drive-through was acceptable had been answered and the remaining items were more about project aesthetics, not circulation patterns.

Motion to APPROVE the Design Review Application with Conditions of Approval: Member Gardner

Second: Member Pratt

Discussion: None.

Vote:

Chairman Finlay	Yes
Vice-Chairman Eappen	Absent
Member Gardner	Yes
Member Pratt	Yes

Motion **Passed** **3-0-0**

VI. Administrative Officer's Report
None.

VII. Next Meeting Date
TBD

VIII. Adjournment

Motion to adjourn the meeting at 8:24 PM: Member Gardner

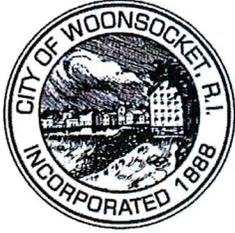
Second: Member Pratt

Discussion: None.

Vote:

Chairman Finlay	Yes
Vice-Chairman Eappen	Absent
Member Gardner	Yes
Member Pratt	Yes

Motion **Passed** **3-0-0**



City of Woonsocket, RI

Design Review Commission

To: Dan's Property Acquisition LLC
251 Smith St.
Providence, RI 02908

Date: October 5, 2021

Re: Project: 1338 Park Ave (Dunkin') Façade and Sign Improvements | Applicant/Owner: Dan's Property Acquisition LLC | Design Review Approval

The Design Review Commission **approved – with conditions** – Dan's Property Acquisition LLC's Design Review application at its October 5, 2021 meeting. The scope of the Design Review was limited to architectural design and signage only. No other improvements are proposed at this time. The applicant proposes to renovate the façade of the structure at 1338 Park Ave (Lot 18413). 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: façade elevations (August 17, 2021), sign plans (September 9 & 23, 2021), staff report (September 30, 2021), draft Design Review Approval letter (October 5, 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 scope of this Design Review was limited to architectural design 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 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 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. The existing CMU will be painted to improve visual quality. Energy efficiency measures, including LED lighting has previously been incorporated into the site. 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. Wall signage is proportional in size and scale to the building façade and integrated with the architectural design. Freestanding signs (primary and directional) 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 outside of the business' hours-of-operation.

Conditions of Approval:

1. Construction shall be limited to 6 a.m. - 6 p.m. on Monday-Saturday and 7 a.m. - 5 p.m. on Sunday.
2. Site lighting and illuminated signs will be timed to turn off within 30 minutes of business closing.

The Design Review Commission voted on the following motion during its meeting on October 5, 2021:

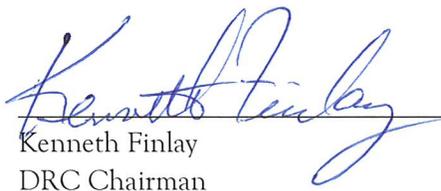
Motion by Member Gardner and seconded by Member Pratt that the petition for Design Review proposed by Dan's Property Acquisition LLC (applicant/owner), 251 Smith St. Providence, RI 02908 for property located at 1338 Park Ave (Lot 18-413) in Woonsocket be approved with conditions.

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

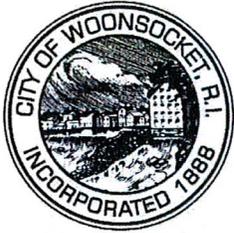
Motion	Passes	3 - 0 - 0
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As stated in § 12.1-7 of the Zoning Ordinance, all plans and designs approved by the Design Review Commission shall be executed as such. Failure to comply with approved plans shall be deemed a violation of this ordinance and 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



City of Woonsocket, RI

Design Review Commission

To: Renaissance Development Corp (Owner)
Attn: Janice Mathews, VP
35 Sockanosset Cross Rd
Cranston, RI 02920

Cc: James Cammilleri (Applicant)
JSC Management Group
PO Box 217
Lyndonville, NY 14098

Date: December 16, 2021

Re: Project: 293 Social Street Improvemtns | Applicant: James Cammilleri | Owner: Renaissance Development Corp | Design Review - Site Design

The Design Review Commission **approved with conditions** James Cammilleri's application for Design Review at its October 5, 2021 meeting. The applicant proposed site improvements, including, but not limited to, drive-through, parking & circulation, landscaping, walls & fencing, and utilities. The proposed improvements are to the existing Burger King restaurant at 293 Social Street (Lot 22-52). The applicant received Limited Design Review approval for architectural design at the July 13, 2021 Design Review Commission meeting. The October 5, 2021 approval is for the remainder of the Design Review evaluation criteria.

The following items were used to inform the decision of the Design Review Commission: design review application; site plans (August 19, 2021); staff comments (September 27, 2021); staff report (October 1, 2021).

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 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 made the following findings:

- (1) The architectural design of the project was reviewed and approved at the July 13, 2021 Design Review Commission meeting.
- (2) The landscape design meets the spirit and intent of the City's design guidelines. The applicant has agreed to remove unhealthy street trees and replace them with five new red maples. The applicant will screen the new dumpster location with a capped wooden fence, painted to match the façade's new color scheme. The applicant has agreed to include landscaping in the drive-through area to improve the visual quality of the site.

- (3) The impact on available utilities is acceptable. New electrical wiring will be buried. Site lighting will be timed to turn off after business hours. No change to drainage conditions is proposed. The building is already connected to water and sewer utilities.
- (4) The impacts on traffic will be acceptable given the proposed uses and the project's location. The Design Review Commission closely considered the new drive-through configuration and determined that, with appropriate signage, the impact on traffic on Social Street will be limited and acceptable. While the number of cars that can queue in the drive-through lane next to the structure is limited, the existence of the second drive-through lane will help alleviate the potential problem of cars queuing on Social Street. Further, the Commission determined that the instance of oversized vehicles entering the drive-through lane is expected to be rare enough that the concern about those vehicles needing to reverse onto Social Street to exit the drive-through lane should not dictate the design of the project.
- (5) The on-site circulation is appropriate given existing conditions and the type of use proposed. The proposal provides ADA ramps where applicable. The proposal increases drive-through capacity in a manner acceptable to the Commission (see 4 above).
- (6) The overall visual quality of the site meets the spirit and intent of the City's Design Guidelines. The visual quality of the structure will be significantly improved compared to pre-development conditions as determined at the July 13, 2021 Design Review Commission meeting when the project's architectural elements and wall signage were considered. The proposal removes unhealthy street trees and provides new street trees along Social Street. The proposal includes landscaping within the drive-through area to improve the visual quality of the site. The project adequately screens the new Dumpster location. The applicant has agreed to reduce the height of the wall along the west property line, previously designed to screen the old dumpster/loading area, thereby improving the relation of the site to the neighboring property to the west.
- (7) The project improves the property's relationship to the surrounding sites. The project will improve the streetscape and visual interest of the property and reflect positively on nearby properties. No new construction is proposed, so the ability of the project to improve the property's relationship to surrounding sites is limited.
- (8) Project signage has been generally reviewed by the Design Review Commission, which delegated a more thorough review of signage to the Design Review Officer upon submission of a final sign plan for the site. Upon review of the final sign plan, the Design Review Officer found the proposed signage meets the spirit and intent of the City's Design Guidelines for the type of project proposed.
- (9) The site design of the site is appropriate given existing conditions and the scope of the project. The project has a logical circulation pattern given existing conditions. The project improves the aesthetics of the parking area and streetscape via landscaping. No new construction is proposed as part of the project so the ability of the project to make the best possible use of the site for the proposed use is limited.

Conditions of Approval:

1. The applicant shall address the comments provided by City Staff on September 27, 2021 prior to moving forward with the project.
 - a. Note: At the time of this approval letter's drafting, the applicant has worked with the Design Review Officer to address all outstanding comments with the following exception:
 - i. The applicant shall provide a copy of the easement that permits the use of the neighboring property for the drive-through, including the language stating that the proposed alterations associated with this project are allowed under the existing easement.

The Design Review Commission voted on the following motion during its meeting on October 5, 2021:

Motion by Member Gardner and seconded by Member Pratt that the petition for Design Review proposed by James Cammilleri (Applicant), JSC Management Group, PO Box 217, Lyndonville, NY 14098 on behalf of Renaissance Development Corp (Owner), Attn: Janice Mathews, 35 Sockanosset Cross Road, Cranston, RI 02920, for property located at 293 Social Street (Lot 22-52) in Woonsocket be approved with conditions.

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

Motion **Passed** **3 - 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

