

## CAPITAL CENTER COMMISSION

### Meeting Minutes of Wednesday, May 12, 2010

A meeting of the Capital Center Commission (CCC) was held on Wednesday, May 12, 2010 in the 4<sup>th</sup> Floor Auditorium of the Department of Planning and Development, 400 Westminster Street, Providence, RI 02903.

#### 1. Roll Call

Call to Order: Chairman Gardner called the meeting to order at 12:06 PM.

Members Present: Greg Benik, Councilwoman Joan DiRuzzo, Barry Fain, Roberta Feather, Leslie Gardner, Wil Gates, Seth Handy, Duncan Johnson and Christopher Thomas

Members Absent: Guy Abelson, Councilman Luis Aponte, Merlin DeConti, Glenn Kumekawa, Jr., and Stanley Weiss

Staff Present: Robert Azar and Christopher Ise

#### 2. Minutes

- 1) Approval of Commission meeting minutes of April 14, 2010. A motion was made by Mr. Gates, seconded by Mr. Johnson, to approve the meeting minutes. All voted in favor.
- 2) Acceptance of Design Review Committee meeting minutes of March 16, 2010 and April 13, 2010. Mr. Ise noted that the April 13<sup>th</sup> meeting minutes were not available at this time. Mr. Gates made a motion, seconded by Mr. Thomas, to accept the March 16<sup>th</sup> DRC meeting minutes. All voted in favor.

At this time, Chairman Gardener introduced new member Roberta Feather to the Commission.

#### 3. Election of Officers

Chairman Gardner explained that the same members have served as Vice Chair, and as Secretary and Treasurer. Although the Commission needs to reappoint the Vice Chair due to the resignation of Mr. DeConti at the end of June, Chairman Gardner asked that the election of Vice Chair be put on hold temporarily. Mr. Thomas will continue to serve as Secretary and Treasurer. Mr. Gates made a motion, seconded by Mr. Thomas. Motion made and carried.

At this time, Chairman Gardner made a change in the agenda order. Item 5 will be presented before Item 4.

#### 5. Parcel 8: Gateway Center

Proposal to replace an existing window with a recessed door and window on the rear (south) elevation of the building. Presenter: James Hughes, AIA

Chairman Gardner stated that the proposal was presented to the Design Review Committee at the April 13, 2010 DRC meeting. Mr. Hughes explained that they are proposing to install a new egress door as part of the overall plan to convert the building into multiple tenant uses. They are currently designing the Big East build-out on the third floor and the City and Fire Departments are requiring a new means of egress. Mr. Hughes explained that best solution is to locate a new emergency egress door on the rear elevation, where the mechanical louvers and garage entrance are located. He noted that the Design Review Committee recommended that a window

be added, similar in proportion to what previously existed in that location. He explained that new brick and granite to match existing will be installed and that the new door will be painted out to match the brick. The project will have minimal impact. Chairman Gardner confirmed that the door would be all metal, with no glass.

Mr. Gates stated that Mr. Hughes presented the case to the DRC and that the client accepted the addition of the window. There was a brief discussion regarding the installation of a light fixture for the alcove. Mr. Gates recommended approval of the plan as presented. There were no additional comments. Mr. Johnson made a motion, seconded by Mr. Thomas, to approve the project as submitted. All voted in favor.

#### **4. New Business**

Proposed amendment to Section 4.5 of the Internal Operating Procedures to include specific documentation requirements for modifications to approved projects.

Chairman Gardner noted that the city had a good methodology on how to work with new developers and it has previously used it on other boards and commissions. The Design Review Committee reviewed this amendment several months ago. It was due to come up on the April 14<sup>th</sup> agenda but it was postponed due to Christopher Ise's absence. Mr. Ise is presenting the proposal today. The purpose of amendment is to add an application category and documentation requirements in order to aid applicants when submitting application changes for projects. Mr. Ise gave an overview of the amendment.

Mr. Fain, seconded by Mr. Thomas, made a motion to approve the amendment. All voted in favor.

#### **6. Adjournment**

The meeting adjourned at 1:00 PM.

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Christopher Thomas  
Secretary/Treasurer