

**I-195**

**REDEVELOPMENT**

**DISTRICT**

**DESIGN APPROVAL**

**APPLICATION**

# Design Approval Application

## PART 1 - GENERAL INFORMATION

**Parcel Number:** \_\_\_\_\_

**Project Address:** (please list all applicable addresses)

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**Developer Name:** \_\_\_\_\_

Website: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**Developer Project Manager:** \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address (if different from above): \_\_\_\_\_

**Architect:** \_\_\_\_\_

Website: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Project Manager: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Construction Manager:** \_\_\_\_\_

Website: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Project Manager: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Other Owner Consultants (list contact information for each consultant to the owner and supplement with additional pages as necessary):**

**Other Owner Consultant:** \_\_\_\_\_ Discipline: \_\_\_\_\_  
Website: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Project Manager: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Other Owner Consultant:** \_\_\_\_\_ Discipline: \_\_\_\_\_  
Website: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Project Manager: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Architect's Consultants (list contact information for each consultant to the architect and supplement with additional pages as necessary):**

**Architect's Consultant:** \_\_\_\_\_ Discipline: \_\_\_\_\_  
Website: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Project Manager: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Architect's Consultant:** \_\_\_\_\_ Discipline: \_\_\_\_\_  
Website: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Project Manager: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**PART 2 - APPLICATION FOR:**

\_\_\_ **Concept Plan**

\_\_\_ **Final Plan**

**PART 3 - SIGNATURE**

I certify that all information contained in this application is true and accurate to the best of my knowledge and I have acknowledged and agree to the design review and approval process as described below.

\_\_\_\_\_  
Name (*print*): \_\_\_\_\_

Date: \_\_\_\_\_

Authorized Representative of the Development Team

## PART 4 - OVERVIEW OF REVIEW PROCESS

1. Concept Plan Approval, and Final Plan Approval, and any requested waivers are granted by vote of the I-195 Redevelopment District Commission (“Commission”) at a public meeting.
2. The Commission meets once a month; the meeting schedule is published on the Secretary of State’s website at <https://www.sos.ri.gov/> and on the I-195 Redevelopment District’s (“District”)’s website at [www.195district.com](http://www.195district.com).
3. Applicants should plan to submit full applications at least four weeks before the target Commission meeting for Concept Plan Approval and at least two weeks before the target Commission meeting for Final Plan Approval.
4. Development teams must present their Concept Plan and Final Plan at the respective Commission meeting.
5. The Commission will take public comment prior to voting on Concept Plan Approval and Final Plan Approval.
6. A public hearing is required for any waivers to the standards outlined in the I-195 Redevelopment District Development Plan. Appropriate public notice must be given in accordance with the requirements in Section 1.1.2 of the District Development Plan, including notice to abutters within 200’ and published notice in the Providence Journal at least 14 days prior to the hearing. Additional notice requirements can be found in Appendix 2.
7. *Design Review Panel.* The Commission has assembled a panel of planning and design specialists to advise the District’s design review consultant during the design review process. The Design Review Panel will review Concept Design submissions and may be called on to review changes and updates to the design later in the process.
8. *State Historic Preservation Officer (SHPO).* The District has a Memorandum of Agreement (MOA) with the SHPO that gives the SHPO authority to review proposed developments within the District to determine if the project will have any adverse impacts on historic resources. The District must receive the SHPO’s final review prior to granting Final Plan Approval.
9. After Final Plan Approval has been granted, the District will issue a Certificate of Final Plan Approval that includes a reference to the final plans and a list of special features of the approved plan. Any material modifications to the plan may require a re-approval by the Commission. The project architect must certify that the project was built in accordance with the Certificate of Final Plan Approval before a Certificate of Occupancy will be issued for the project.

## PART 5 - REQUIRED SUBMISSION MATERIALS

*Applications should be submitted electronically, except where noted, to [designreview@195district.com](mailto:designreview@195district.com)*

*Evaluation criteria for Concept Plans and Final Plans are provided in Appendix 1.*

### CONCEPT PLAN APPLICATION

1. Project Description
  - a. Program Summary – Completed space program table provided in Exhibit 1 that identifies floor area for each use, number of parking spaces, and number of residential units (total and per unit type).
  - b. Narrative describing any changes to the program since the Request for Proposal (“RFP”) submission.
  - c. Itemized list of design changes since the RFP submission; changes can also be noted on respective drawings.
2. Project schedule through Final Plan Approval.
3. Site Survey (not required if using survey provided by the District).
4. Waiver Requests (*if applicable*)
  - a. Itemized list of waivers that include descriptions of specific deviations from the Development Plan requirements (including required dimensions, percentages, etc.)
  - b. Written description of the specific reasons for the waivers, consistent with the provisions of the Development Plan.
  - c. Applicants should refer to the notice requirements outlined in Appendix 2.

*Note: Drawings requested below are expected to be more advanced than the RFP submission and should reflect feedback received during the RFP process.*

1. Site Plans
  - a. Site plan showing landscape elements, parking areas, and public realm improvements. The plan should include key dimensions (building width and length, dimensions of open spaces, etc.) and incorporate the primary ground floor plan in order to show the relationship of ground floor spaces to exterior spaces.
  - b. Site access plan including pedestrian access, vehicular access, and loading/service access.
  - c. Site plan at a scale that shows the proposal within its larger context, including the urban fabric and street and open space networks.

## 2. Floor Plans

- a. Ground floor plan showing parking (or parking access), service access, lobbies, elevators, egress stairs, program elements (retail, residential, back-of-house, etc.), and key dimensions. The plan should include all adjacent exterior spaces and depict sidewalks, plazas and terraces, and landscape areas. If the proposed building or buildings meet the public realm at different floor levels, include two ground floor plans.
- b. Typical upper level floor plan(s) showing the building cores (elevators, egress stairs, etc.), corridors for hotel and residential uses, and key dimensions (building width and length, etc.). Separate floor plans are required for any floors that differ in configuration, use mix, and/or total floor area.
- c. Subsurface plans, including below-grade parking areas, basement service areas, etc.

## 3. Building Form

- a. A minimum of two axonometrics or aerial perspectives that depict the overall building form and the scale, texture of the building facades, and the relationship of the building to open space, including sidewalks, plazas, landscape areas, terraces, roof decks, and green roofs.
- b. A minimum of three eye-level perspectives that show the proposal in the urban context and convey the scale, texture, and materiality of the building.
- c. A minimum of two cross-sections (and/or section-perspectives) that show the grade of abutting sidewalks, floor-to-floor heights, and the overall building height. Sections should be cut to show how the building acknowledges setbacks and negotiates between different sidewalk grades (as applicable).

## 4. Sustainability and Resiliency Approach

- a. Narrative description of how the project incorporates sustainable approaches to urban planning and building and site design.
- b. Narrative description of elements that enhance the project's resiliency to the impacts of climate change.
- c. Third-party benchmarking targets (LEED, Passive House, etc.).
- d. Diagrams that demonstrate passive design strategies.
- e. Diagrams that demonstrate sustainable design approaches that address heat island effects and storm-water management.

## FINAL PLAN APPLICATION

1. Design Development (DD) documentation per the AIA guidelines.
2. Final Program Summary (Provided in Exhibit 1).
3. Additional waiver requests (if applicable):
  - a. Itemized list of waivers that include descriptions of specific deviations from the Development Plan requirements (including required dimensions, percentages, etc.).
  - b. Written description of the specific reasons for the waivers, consistent with the provisions of the Development Plan.
  - c. Applicants should refer to the notice requirements outlined in Appendix 2.
4. An update of the deliverables required for Concept Design approval, clearly stating which elements have changed.
5. Rendered elevations of all sides of the building.
6. Material samples of exterior cladding and other special features (TBD, based on the specific design proposal).

**EXHIBIT 1: DEVELOPMENT PROGRAM SUMMARY**

Program Areas	
Program	GSF
Residential	
Office	
Retail	
<i>Etc.</i>	
Total GFA (SF)	
Area per Floor (SF)	
Level 1 GFA	
Level 2 GFA	
Level 3 GFA	
<i>Etc.</i>	
Total GFA (SF)	

Residential Units			
Unit Mix	Number	Avg. Unit Size	
Studio			
1 BR			
2 BR			
3 BR			
<i>Etc.</i>			
Total Units			
Affordability Level (AMI)			
	Units	AMI	%
Market Rate			
Workforce			
Affordable			
<i>Etc.</i>			
Total			

Parking	
Enclosed/Covered (spaces)	
Level P1	
Level P2	
Level P3	
<i>Etc.</i>	
Total (spaces)	
Parking Lot (spaces)	
Lot 1	
Lot 2	
Lot 3	
<i>Etc.</i>	
Total (spaces)	
Total On-site Parking (spaces)	
Parking Ratio	
Leased Spaces	

## APPENDIX 1: EVALUATION CRITERIA

### CONCEPT PLAN EVALUATION CRITERIA

1. Urban design considerations
  - a. Contribution to the Development Plan's stated goals.
  - b. Appropriate density relative to development goals and urban context.
  - c. Accommodation of parking and service access.
  - d. Relationship of ground floor uses to primary, secondary streets, and/or open spaces.
  - e. Massing.
2. Architectural considerations
  - a. Building core and circulation layouts.
  - b. Configuration of leased areas, units, etc..
  - c. Proportion and scale of fenestration and cladding.
  - d. Materiality.
  - e. Quality of materials and building components.
3. Market viability considerations from design perspective
  - a. Net/gross metrics.
  - b. Conceptual cost of parking solution.
  - c. Floor plate sizes, unit sizes, size of retail spaces, etc..
4. Reasonableness of any requests for waivers.
5. Sustainability and resiliency considerations.

### FINAL PLAN EVALUATION CRITERIA

1. Compliance with the Concept Plan submission
  - a. Design components and features.
  - b. Sustainability and resiliency approach.
  - c. Consistency of dimensions as they relate to waivers, variances, and/or special exceptions.
2. Additional design considerations
  - a. Appropriateness and quality of material and finishes not noted in the Concept Design submission.
  - b. Appropriateness and quality of the window system.
  - c. Visual quality of the exterior details visible from the public realm.
  - d. Appropriateness and quality of the site design elements, including the planting plan.
  - e. Appropriateness and quality of the signage plan.
  - f. Appropriateness and quality of the landscaping plan.

## APPENDIX 2: PUBLIC HEARING NOTICE REQUIREMENTS

A public hearing is required for any relief from the standards outlined in the I-195 Redevelopment District Development Plan.

- a. Appropriate public notice must be given prior to a public hearing:
  - i. Public notice and due notice of the hearing must be sent by first class mail at least two weeks prior to the hearing to the parties of interest and property owners within two hundred feet (200') of the affected property.
  - ii. Public notice of the hearing must be published at least fourteen (14) days prior to the date of the hearing in a newspaper of general circulation in the City of Providence.
- b. Mailed and newspaper notices shall include:
  - i. The location of the hearing and the date and time of commencement
  - ii. The street address of the subject property
  - iii. A statement of the proposed relief
  - iv. Information for those interested where and when a copy of the matter under consideration may be obtained or examined and copied
- c. Costs for any notice under this section is the responsibility of the applicant.