

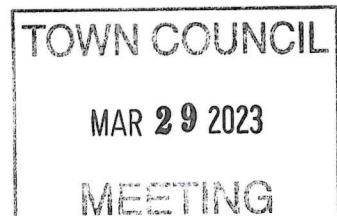
TOWN COUNCIL MEETING MINUTES FROM 3/1/2023 AND SUPPORTING DOCUMENTS

15. (Councilman Sweeney) re update on the Outside Dining Status
- a. memo from Department of Community Development
  - b. (Draft) Application Form for Outdoor Dining Permit
  - c. (Draft) for Outdoor Dining Design Guidelines and Manual
  - d. (Draft) Ordinance

Sweeney/Teixeira - Voted unanimously to refer to the solicitor to draft an ordinance for council consideration at the March 20<sup>th</sup> council budget meeting for first reading.

Prior to the vote taken, John Shevlin from pare corporation addressed the council. Mr. Shevlin discusses his team's work on developing seasonal outdoor dining guidelines for the town of Bristol. They are also creating a checklist for the application form, and they aim to make the guidelines town-wide and aesthetically pleasing while keeping costs low for business owners. The guidelines cover topics such as safety, parking, storm preparedness, and aesthetics. They have developed a manual outlining the approval process, operational requirements, and construction requirements, as well as design material requirements for furniture, shade structures, and barriers. They have also drafted an ordinance for outdoor dining within parking areas. The team worked with business owners and incorporated their feedback into the final package. Mr. Shevlin summarized that the guidelines aim to be a positive image for Bristol while keeping it simple.

Vice Chairwoman Parella discusses a meeting she attended with the business owners and notes that the sidewalk dining ordinance should be kept separate from the current discussion of the outdoor dining guidelines. She states that there should be a reference to automobile speed when it comes to barriers. Mr. Shevlin relies upon that he could make such references and recommendations to be included in the guidelines.



Councilman Sweeney asks about ADA compliance measures taken into consideration. Mr. Shevlin noted that additional consideration will be taken in the ADA parking requirements and provide further recommendations for council consideration.

It was mentioned that the guidelines are flexible and can be adjusted to fit specific situations, just like requesting a waiver for setback regulations when applying for the planning board. They also discuss reducing the recommended sidewalk space from 5 feet to 4 feet, while still ensuring safety, accessibility, and minimum ADA requirements.

Council Chairman Calouro noted that the first reading of the ordinance will be given special consideration and be heard during the March 20<sup>th</sup> budget session with the second reading at the council's next regular meeting on March 29<sup>th</sup>.

## Outside Dining Status

Could the Council get a full status update on the outside dining plans for Spring 2023, including:

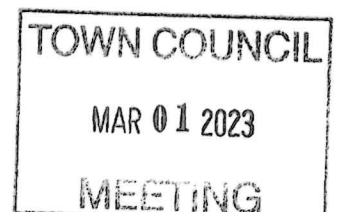
- Overall Plan & Design status
- Timing of implementation
- Any issues we should be aware of at this time

Please include the additional details, email threads, etc., so we can all be fully aware of the conversation with BMA, John Shevin from Pare engineering, and town officials.

Thank you,

Timothy Sweeney

JOHN CLEGG'S OFFICE  
BRISTOL, RHODE ISLAND  
2023 FEB 21 PM 5:33





**TOWN OF BRISTOL**  
**DEPARTMENT OF COMMUNITY DEVELOPMENT**  
10 Court Street • Bristol, Rhode Island 02809

ISA

February 21, 2023

TO: Honorable Town Council

FROM: Diane M. Williamson, Director  
Edward M. Tanner, Principal Planner *EMT*

RE: **Proposed Outdoor Dining Guidelines, Ordinance, Application Checklist**

As requested by the Town Council, the consultant, John Shevlin from Pare Corporation, has prepared the proposed guidelines and ordinance for outdoor dining. A workshop was held with the stakeholders and Mr. Shevlin has coordinated directly with the stakeholders as well.

Mr. Shevlin will be submitting the documents and attending the March 1 Town Council meeting to review with the Town Council.

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND  
2023 FEB 22 AM 11:57

TOWN COUNCIL  
MAR 01 2023  
MEETING