Downtown Development Review Board (DDRB) Meeting
Hybrid Virtual / In-Person Meeting
Thursday, June 11, 2026, 2:00PM

MEETING MINUTES

Board Members Present: Linzee Ott (Chair), Joana Berling (Vice Chair), Carl Dawson (Secretary), Peter Deiuliis (Zoom), Ennis Davis (Zoom), Ivan Mote, Joe Loretta

Office of General Counsel: Rebecca Lavie

Office of the Mayor: Bill Delaney

DIA Staff Present: Van Christiansen (Redevelopment Coordinator), Ava Hill (Administrative Assistant)

I. CALL TO ORDER

Chair Ott confirmed quorum and called the meeting to order at approximately 2:29 p.m.

II. ACTION ITEMS

A. APRIL 9, 2026 DOWNTOWN DEVELOPMENT REVIEW BOARD (DDRB) REGULAR MEETING MINUTES APPROVAL

Board Chair Ott called for a motion on the meeting minutes.

Motion: Member Dawson moved to approve the meeting minutes.
Seconded: Member Berling seconded the motion.

May 14, 2026 meeting minutes were approved unanimously.

B. DDRB APPLICATION 2026-007 ASADO LIFE SIGN EXCEPTION

Staff presented a request for a Special Sign Exception to permit one internally illuminated wall sign on the marina-facing elevation of the Marina Support Building at the Four Seasons development. Staff explained the sign complies with the Downtown Sign Overlay in all respects except that it faces the St. Johns River, thereby requiring DDRB approval. The applicant presented the proposed sign materials and lighting, noting the use of warm back-lit aluminum lettering intended to function as an architectural element while attracting boat traffic to the restaurant.

Board discussion was limited. Members generally agreed the proposed sign was appropriately scaled and compatible with the building architecture. No concerns regarding illumination or design compatibility were raised. No public comments were received on the application.

Motion: Member Dawson moved to approve DDRB Application 2026-007 with staff recommendations.
Seconded: Member Berling seconded the motion.

Vote: **Aye: 6** **Nay: 0** **Abstain: 0**

C. DDRB APPLICATION 2026-008 PIER 95 (CONCEPTUAL)

Board Member Loretta disclosed a voting conflict due to his firm's involvement with the project and recused himself from discussion and voting. No other Board Members disclosed ex parte communications.

Staff presented the revised conceptual plan for Pier 95, noting the project had been substantially redesigned since its previous appearance before the Board. Staff highlighted improvements to Reed Avenue, enhanced pedestrian connectivity, expansion of the central courtyard, relocation and screening of the trash enclosure, architectural refinements, and consistency with Downtown Design Guidelines. Staff recommended conceptual approval with conditions requiring additional detail at Final Approval regarding screening, loading areas, and streetscape compliance.

Board Member Deiuliis stated that many of the concerns raised during the prior review had been addressed. He suggested exploring additional architectural variation through materials, colors, and façade articulation to reduce the perceived repetition along the building frontage while recognizing the substantial progress made. He remarked that the application demonstrated the value of the DDRB review process, noting that the collaborative dialogue had resulted in a significantly improved project.
Board Member Dawson asked about visitor parking and complimented the project, describing it as a remarkable solution for a difficult site and commending the design team's work. Board Member Berling echoed support for the project, recommending additional textural variation through material selection while praising the team's thoughtful response to previous Board comments. Board Member Mote expressed support for the project and the rooftop amenities, agreeing that additional façade variation could further strengthen the design.

Board discussion was supportive and focused on the significant improvements made since the project's previous review.

Motion: Member Dawson moved to approve DDRB Application 2026-008 with staff recommendations.

Seconded: Member Berling seconded the motion.

Vote: **Aye:5** **Nay: 0** **Abstain: 1**

III. NEW BUSINESS

A. Upcoming DDRB Election

Staff provided an overview of the officer election process outlined in the DDRB Bylaws. The presentation described the annual schedule for electing the Chair, formation of the Nominating Committee, nomination of Vice Chair and Secretary, and the timing for officer selection and transition.

Action:
No motion or vote recorded. Informational item only.

IV. PUBLIC COMMENT

Ms. Carolyn Morales engaged the Board with questions on how the Downtown Overlay code applies to specific properties. Ms. Morales was advised to connect with the Downtown Investment Authority's staff for additional information.

V. ADJOURNMENT

There being no further business, Chair Ott adjourned the meeting at approximately 3:30 p.m.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments for this meeting, a recording or transcript is available upon request. Please contact Ava Hill to acquire a recording of this meeting.