



Downtown Development Review Board (DDRB)
117 W. Duval Street
Lynwood Roberts Room
First Floor, City Hall @ St. James Building
Jacksonville, FL. 32202

September 20, 2018 – 2:00 PM

Members:	Ex-Officio and Staff Distribution:
William J. Schilling Jr., Chairman	Council President, Aaron Bowman, District 3
Joseph Loretta, Board Member	Council Member, Greg Anderson, At Large Grp 4
Trevor Lee, Secretary	Council Member, Reggie Gaffney, District 7
Rafael Caldera, Board Member	Council Member & JWW Chair, Lori Boyer, Dist.5
Craig Davisson, Board Member	Nathaniel Ford, JTA CEO
Carol Worsham, Board Member	Terry Durand-Stuebben, Chair, DVI
Frederick Jones, Board Member	Tom Goldsbury, Building Official
Christian Harden, Board Member	Bill Killingsworth, Director Planning and Dev.
	Chris LeDew, Traffic Engineer
Staff Distribution:	Jack C. Demetree, III, Vice Chair, JHPC
Aundra Wallace, DIA CEO	Jeff Sheffield, Executive Director North FL TPO
Guy Parola, DIA Operations Mgr.	Paula D. Wright, Chair, DCSB
Jim Klement, DDRB Development Coordinator	Diane Hutchings, Chair, North FL TPO
Karen Underwood-Eiland, DDRB Executive Secretary	Jacob Gordon, CEO, DVI
Office of General Counsel: Jason Teal, Esq.	Jim Bailey, DIA Chair
I.	CALL TO ORDER – Chairman
II.	ACTION ITEMS – Chairman
	A. Approval of the August 30, 2018 DDRB Regular Meeting Minutes
	B. DDRB 2017-022, The Dora Block, Distillery and Restaurant – Deferred
	1. WLD-17-32 Waiver Liquor Distance, 310 Chelsea St., Restaurant
	2. WID-17-33 Waiver Liquor Distance, 301 Spruce St, Distillery
	3. Final Approval with Deviations (TBD) Agent Steve Diebenow, Esq.
	C. DDRB 2018-012 Jones Brothers Mixed Use development, Final Review – TBD
	D. DDRB 2018 -011 Ashley Square, Final Review mixed use, East Ashley & Beaver St- TBD
	E. DDRB 2018-014, Hyatt Hotel, Water and Hogan Streets, Final Review & Deviations, TBD
	F. DDRB 2018-015, SouthMorr, Special Sign Exception- Directory Monument Sign
	G. DDRB 2018-017, Brewster Hospital repurpose, Conceptual / Final w Deviations

September 20, 2018
 Downtown Development Review Board Meeting

III.	INFORMATION/DISCUSSION ITEMS Chairman
IV.	OLD BUSINESS – Chairman
	Election of Officers- Nominating Committee Members, Loretta and Worsham vote for
	Vice Chairman and Secretary
V.	NEW BUSINESS – Chairman
	JTA Repurpose Rosa Parks Property/Workshop
VI.	PUBLIC COMMENTS – Chairman
VII.	ADJOURNMENT – Chairman Next Scheduled Meeting: Thursday, October 18, 2018



Downtown Development Review Board (DDRB)
City Hall at St. James Building, 117 W. Duval Street
1st Floor, Lynwood Roberts Room,
Jacksonville, FL. 32202
Thursday, September 20, 2018 - 2:00 p.m.

MEETING MINUTES

Board Members Present: B. Schilling, Chair; J. Loretta; R. Caldera;
C. Harden; and C. Worsham

Board Members Not Present: C. Davisson F. Jones, and T. Lee

DIA Staff Present: Aundra Wallace, CEO, Jim Klement, Development Redevelopment Coordinator, Karen Underwood-Eiland, Executive Assistant

Representing Office of the Mayor: Dr. Johnny Gaffney

Representing Office of City Council: None

Representing Office of General Counsel: Jason Teal, Esq.

I. CALL TO ORDER

Meeting Convened: 2:00 p.m.

Chairman Schilling called the meeting to order at 2:00 p.m. and the members identified themselves for the record.

Chairman Shilling asked anyone wishing to speak on a particular project to complete a public speaker card and to provide them to Karen. He also reminded Board Members to disclose any ex-parte communication with any of the applicants presenting projects today or conflicts of interest prior to the item being addressed by the Board.

II. ACTION ITEMS

A. APPROVAL OF THE AUGUST 30, 2018 DDRB TRANSCRIPT.

A MOTION WAS MADE BY BOARD MEMBER HARDEN AND SECONDED BY BOARD MEMBER LORETTA FOR APPROVAL OF THE AUGUST 30, 2018 DDRB TRANSCRIPT.

THE MOTION PASSED UNANIMOUSLY 5-0-0.

B. DDRB 2017-022, THE DORA BLOCK, DISTILLERY AND RESTAURANT

1. WLD-17-32 WAIVER LIQUOR DISTANCE, 310 CHELSEA ST., RESTAURANT
2. WLD-17-33 WAIVER LIQUOR DISTANCE, 301 SPRUCE ST., DISTILLERY
3. FINAL APPROVAL WITH DEVIATIONS AGENT STEVE DIEBENOW

DEFERRED

C. DDRB 2018-012 JONES BROTHERS MIXED USE DEVELOPMENT – FINAL REVIEW

DEFERRED

D. DDRB 2018-011 ASHLEY SQUARE, FINAL REVIEW MIXED USE, EAST ASHLEY & Beaver Street

DEFERRED

E. DDRB 2018-014, HYATT HOTEL, WATER AND HOGAN STREETS, FINAL REVIEW & DEVIATIONS

DEFERRED

F. DDRB 2018-015, SOUTHMORR, SPECIAL SIGN EXCEPTION – DIRECTORY MONUMENT SIGN.

Jim Klement provided a summary to the Board. The applicant is proposing a monument type directory sign, 1010 East Adams Street, Jacksonville FL. 32202 located at the southern entrance of the building fronting A. Philip Randolph Blvd.

William Colledge, property owner and representative for Southmorr Partnership was present and provided a presentation.

Chairman Schilling opened the floor for public comments. There were no public comments and he closed the floor.

A MOTION WAS MADE BY BOARD MEMBER WORSHAM AND SECONDED BY BOARD MEMBER HARDEN FOR DDRB 2018-015, GRANTING FINAL APPROVAL FOR THE REQUEST OF THE FOLLOWING SIGN:

1. One double-faced monument directory sign located at the southern drive entrance fronting A. Philip Randolph Boulevard not to exceed xx per sign face.

THE MOTION PASSED UNANIMOUSLY 5-0-0.

**G. DDRB 2018-017 BREWSTER HOSPITAL, 915 WEST MONROE STREET
REPURPOSE, CONCEPTUAL/FINAL W DEVIATIONS.**

Jim Klement provided a summary for DDRB 2018-017. Brewster Hospital Renovation for the North Florida Land Trust is requesting DDRB conceptual and Final Approval for the improvements proposed for the Brewster hospital renovation to be occupied by the North Florida Land Trust and Brewster Hospital Museum.

Brooke Robbins, Architect principal with Robbins Design Studio presented on behalf of the City and North Florida Land Trust.

Chairman Schilling opened the floor for public comments.

Stanley Scott, African American Economic Recovery Think Tank commented about the ADA for historic-type building. He asked when the final decision would be made on this location. Chairman Schilling responded that the project is before the DDRB for final approval today.

A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER WORSHAM GRANTING CONCEPTUAL/FINAL APPROVAL OF DEVELOPMENT PLANS WITH THE FOLLOWING CONDITION:

- 1. Applicant to submit for approval by DDRB staff an enhanced landscape plan for the development which is to include foundation plantings for the existing building prior to final 10 set approval by COJ.**

THE MOTION PASSED UNANIMOUSLY 5-0-0.

Jason Teal pointed out that the project has not received final approval from the Historic folks.

CEO Aundra Wallace thanked the DDRB Members for all of the hard work that has been done over the past five years.

III. INFORMATION ITEMS

NONE

IV. OLD BUSINESS

**ELECTION OF OFFICERS- NOMINATING COMMITTEE MEMBERS
LORETTA AND WORSHAM SELECTION OF OFFICERS AS VICE
CHAIRMAN AND SECRETARY.**

Chairman Schilling reported that the nominating committee met at 1:30 p.m. Board Member Loretta announced the slate of officers.

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY
BOARD MEMBER WORSHAM NOMINATING TREVOR LEE AS VICE CHAIR.**

THE MOTION PASSED UNANIMOUSLY 5-0-0.

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY
BOARD MEMBER WORSHAM NOMINATING CHRISTIAN HARDEN AS SECRETARY.**

THE MOTION PASSED UNANIMOUSLY 5-0-0.

V. NEW BUSINESS

JTA REPURPOSE ROSA PARKS PROPERTY/WORKSHOP

DEFERRED

VI. PUBLIC COMMENTS

Stanley Scott inquired about selling historical property. Jason Teal responded that the City has a process that it has to go through. If property was designated as a historic landmark through City Council, no matter who owns it.

Chairman Schilling closed the public comments.

Board Member Loretta inquired about reducing the quorum requirement and changing the code to a minimum of three (3) members. Jason Teal reported Section 6.4 of the DDRB Bylaws:

6.4 Quorum: Five (5) voting members shall constitute a quorum. With a quorum, the majority vote of those members present shall be necessary to take any action. A quorum is required prior to taking final action. If at any time during the meeting the quorum is lost, such shall be stated in the minutes and no further final action may be taken by the Board.

DDRB is a nine-member board, so five (5) members' constitutes a quorum.

Jason Teal also noted Section 8.2:

8.2 Abstention: No Board member shall vote on any question immediately concerning his or her pecuniary interest. In those cases, prior to the vote, Board members shall declare a conflict

and abstain from participating or voting on the matter. The affected Board member may be allowed to respond to direct questions from a Board member concerning the subject application. Within 15 days of the vote, the Board member must file a statement with the Recording Secretary of the Board, who in turn shall incorporate same into the minutes of the meeting.

Jason Teal stated that the quorum requirement could not be reduced. He stated that the bylaws can be amended and the meeting has to be advertised and as an agenda item to be taken up.

Board Member Loretta was inquiring to see if there was a way to reduce the quorum to a four-person, if fewer members showed up. Jason stated if you can't get four votes, then it's defeated. There is a legal concept called administrative re judicata, which mean that you can't wait until the composition of the board changes and bring it back to see if you get a different result.

Board Member Harden proposed for Jason Teal to provide the Board a recommendation and have it as an agenda item to clarify the bylaws.

VII. ADJOURNMENT

There being no further business, Chairman Schilling adjourned the meeting at approximately 3:19 p.m.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments for this meeting, an audio CD is available upon request. Please contact Karen Underwood-Eiland, Downtown Investment Authority at (904) 630-3492 or by email at karenu@coj.net.