

**Downtown Development Review Board (DDRB)**

Downtown Investment Authority



**City Hall, 117 West Duval Street**  
**Don Davis Room, 1<sup>st</sup> Floor**

**Thursday, August 27, 2015 – 2:00 PM**

<b>Members:</b>	<b>Ex-Officio and Staff Distribution:</b>
<b>Rafael Caldera, Chairman</b>	Bill Joyce, PW Chief Engineering & Construction
Craig Davisson, Vice-Chair	Terry Sandeen, PW, Traffic Operations Division
Wiatt Bowers, Secretary	Council Member, Albert Ferraro, Jax. Waterways Comm
Logan Rink, Board Member	Jacob Gordon, DVI, Ex-Officio Member
Carol Worsham, Board Member	Joel McEachin, Historic, Ex-Officio Member
Roland Udenze, Board Member	Michael Sands, PW/Dev. Mgt., Ex-Officio Member
Frederick Jones, Board Member	
Greg Bruce, Board Member	
Joseph P Loretta, Board Member	
<b>Ex-Officio and Staff Distribution:</b>	J. Keith Brown, JTA Representative
Aundra Wallace, DIA CEO	Jim Bailey, DIA Representative
Jim Klement, DDRB Development Coordinator	Jason Teal, Assistant General Counsel
Guy Parola, DIA Redevelopment Mgr.	Public Information Office, James Croft
Paul Crawford, OED Deputy Director	Karen Underwood, DDRB Executive Secretary
Alex Rudzinski, OED Director of Development	
<b>I.</b>	<b>CALL TO ORDER – Chairman Caldera</b>
<b>II.</b>	<b>ACTION ITEMS – Chairman Caldera</b>
	A. Approval of the July 22, 2015 Meeting Minutes
	B. Final Approval of 1301 River Place Tower, Ameris Special Sign Exception, Building Identification Signs
<b>III.</b>	<b>INFORMATION/DISCUSSION ITEMS – Chairman Caldera</b>
	Discussion of Selection of Officers at September 2015 Meeting
<b>IV.</b>	<b>OLD BUSINESS – Chairman Caldera</b>
<b>V.</b>	<b>NEW BUSINESS – Chairman Caldera</b>
<b>VI.</b>	<b>PUBLIC COMMENTS – Chairman Caldera</b>
<b>VII.</b>	<b>ADJOURNMENT – Chairman Caldera</b>
	Next Scheduled Meeting: TBD



*Thursday, August 27, 2015 - 2:00 p.m.*

**MEETING MINUTES**

**Board Members Present:** Chairman R. Caldera, C. Davisson, C. Worsham, R. Udenze, F. Jones and J. Loretta

**Board Members Not Present:** W. Bowers, L. Rink, and G. Bruce

**DIA Board Members Present:** None

**DIA Staff Present:** Aundra Wallace, DIA CEO; Guy Parola, DIA, Jim Klement, Staff Liaison; and Karen Underwood, Executive Secretary

**Representing Office of City Council:** Albert Ferraro, Jacksonville Waterways Commission

**Representing Office of General Counsel:** Jason Teal and Susan Grandin

**I. CALL TO ORDER**

A quorum was confirmed and Chairman Caldera called the meeting to order at approximately 2:08 p.m.

Chairman Caldera asked anyone wishing to speak on a particular project to complete a public speaker card and reminded Board members to disclose if they had 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 JULY 22, 2015 DDRB MEETING MINUTES**

A correction was made on page 3 of 5 changing DRI workshop date from July 30<sup>th</sup> to June 30<sup>th</sup>.

**A MOTION WAS MADE BY BOARD MEMBER C WORSHAM AND SECONDED BY BOARD MEMBER C. DAVISSON APPROVING THE JULY 22, 2015 DDRB MEETING MINUTES AS AMENDED. THE MOTION PASSED UNANIMOUSLY 6-0-0.**

Mr. Klement stated that Jason Teal has a conflict and will need to leave the meeting early. Susan Grandin will cover the meeting.

**B. FINAL APPROVAL OF 1301 RIVER PLACE TOWER, AMERIS SPECIAL SIGN EXCEPTION, BUILDING IDENTIFICATION SIGNS**

Mr. Klement reviewed the staff report dated August 27, 2015 for DDRB 2015-006 Special Sign Exception for Ameris Bank at 1301 River Place Tower Boulevard.

Chairman Caldera introduced Mr. Charles Scholwinski, Applicant with Signarama Orangeburg on behalf of Ameris Bank requesting the Special Sign Exception for the signage at the top of Riverplace Tower who provided an overview of the project.

Mr. Klement pointed out a letter of support was received from Scenic Jacksonville, Inc.

The floor was open for public comments

Mr. Bill Bishop representing Scenic Jacksonville, Inc., read the letter into record on behalf of Susan Caven for Scenic Jacksonville, Inc. A copy of the letter was on file.

No further comments and the chair closed the item.

The Board Members and staff made comments as noted:

- Clarification of the sign being 400 square feet as to the design standards. Mr. Klement replied that anything larger than the 400 square feet and over (5) story would need to come before DDRB for a special exception.
- A question was raised if the project was for final review? Mr. Klement replied yes.

Mr. Scholwinski clarified the sign is 17 feet high, the parapet is 20 feet and the framing was not all on the same plain. The A on the Ameris Bank logo is 15 feet in height and the remainders of the lower case letters are smaller. Brett Hodges, Manufacturing expert with Signarama was also present to answer any questions.

**A MOTION WAS MADE BY BOARD MEMBER J. LORETTA AND SECONDED BY C. DAVISSON FOR FINAL APPROVAL OF DDRB 2015-006 FOR A SPECIAL SIGN EXCEPTION TO ALLOW AN INCREASE OF SIGN AREA FOR BUILDING IDENTIFICATION SIGNS AT 1301 RIVERPLACE TOWER BUILDING SUBJECT TO THE FOLLOWING CONDITION:**

**1. TWO BUILDING IDENTIFICATION SIGNS, ONE ON THE NORTH ELEVATION AND ONE ON THE SOUTH ELEVATION NOT TO EXCEED 1,125 SQUARE FEET EACH.**

**THE MOTION PASSED 5-1-0. Board Member Udenze**

### **III. INFORMATION/DISCUSSION ITEMS**

#### **DISCUSSION OF SELECTION OF OFFICERS AT SEPTEMBER 2015 MEETING**

Mr. Klement reported that the next meeting will be scheduled for September 10, 2015. He encouraged the Board to think of members who may be nominated at the September meeting for the election of a Chair.

Chairman Caldera stated that the newly elected chairman will then put forward a nominating committee for the Vice Chair and Secretary and a vote at the next meeting will be in order.

Board Member Udenze requested the status of John Zona's legislation. Ms. Grandin stated that she will look into the legislation to provide accuracy. Board Member Udenze was informed after the meeting that John Zona's legislation was withdrawn in City Council.

Board Member F. Jones reported that there was meeting identifying candidates regarding the DDRB Design Review guidelines.

#### **IV. OLD BUSINESS**

CEO Wallace noted that Board Member Bishop submitted her resignation on August 19<sup>th</sup>; the assignment of her responsibility regarding DDRB Design Review issues will be forwarded to another DIA Board Member or determined by staff to take on that challenge. There is also discussion of the possibility of bringing someone from a contractual relationship to assist with the Design Review.

Chairman Caldera stated that the items will be on standby. CEO Wallace noted that the Governance committee met on August 5<sup>th</sup> and went over the Bylaws. Another Governance meeting will be forthcoming to go over the revisions of the Bylaws to provide an opportunity to consider a DDRB liaison relationship and codified in the Bylaws.

#### **V. NEW BUSINESS**

Jim Klement noted that the proposed signs for the wayfinding and Master Sign Package located at 220 Riverside Avenue/Unity Plaza will be heard at the September meeting.

#### **VI. PUBLIC COMMENT**

None

#### **VII. ADJOURNMENT**

There being no further business, Chair Caldera adjourned the meeting at approximately 2:46 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, Downtown Investment Authority at (904) 630-3492 or by email at [karenu@coj.net](mailto:karenu@coj.net).