



# DOWNTOWN DEVELOPMENT REVIEW BOARD AGENDA

Thursday, May 9, 2019 – 2:00 PM

117 W. Duval Street  
Conference Room C.  
Third Floor, City Hall at St. James Building  
Jacksonville, FL. 32202

Members:	Elected Official Distribution
William J. Schilling Jr., Chairman	Council President Aaron Bowman, District 3
Trevor Lee, Vice Chairman	Council Member Greg Anderson, At Large Group 4
Christian Harden, Secretary	Council Member Reggie Gaffney, District 7
J Brent Allen, Esq. Board Member	Council Member Lori Boyer, District5
Craig Davisson, Board Member	Ex Officio Distribution
Brenna Durden, Esq. Board Member	Nathaniel Ford, JTA CEO
Frederick Jones, Board Member	Terry Durand-Stuebben, Chair, DVI
Joseph Loretta, Board Member	Tom Goldsbury, Building Official
Staff Distribution:	Bill Killingsworth, Director Planning and Dev.
Brian Hughes, Mayor’s Chief of Staff and Interim CEO	Chris LeDew, Traffic Engineer
Guy Parola, DIA Operations Mgr.	Jack C. Demetree, III, Vice Chair, JHPC
Karen Underwood-Eiland, DDRB Executive Secretary	Jeff Sheffield, Executive Director North FL TPO
Jason Teal, Office of General Counsel	Honorable Darryl Willie, DCSB
	Diane Hutchings, Chair, North FL TPO
	Jacob Gordon, CEO, DVI
	Jim Bailey, DIA Chair

<b>I.</b>	<b>CALL TO ORDER</b>
<b>II.</b>	<b>ACTION ITEMS</b>
	A. Approval of the April 11, 2019 DDRB Regular Meeting Minutes
	B. DDRB 2019-007: Conceptual Review Lofts at Brooklyn
	C. DDRB 2019-002: Final Review Dialysis Clinic, Inc
	D. DDRB 2019-005: Conceptual Review Ashley Street Container Project
	E. DDRB 2019-006: Sign Exception – North Florida Land Trust
<b>III.</b>	<b>OLD BUSINESS</b>
<b>IV.</b>	<b>NEW BUSINESS</b>
<b>V.</b>	<b>PUBLIC COMMENTS</b>
<b>VI.</b>	<b>ADJOURNMENT</b>

Next Scheduled Meeting: Thursday, June 13, 2019



**Downtown Development Review Board (DDRB)**  
**City Hall at St. James Building, 117 W. Duval Street**  
**3<sup>rd</sup> Floor, Conference Room C.**  
**Jacksonville, FL. 32202**  
*Thursday, May 9, 2019 - 2:00 p.m.*

### **MEETING MINUTES**

**Board Members Present:** B. Schilling, Chair; T. Lee, Vice Chair; C. Harden, Secretary  
J. Brent Allen, Esq.; C. Davisson; B. Durden, Esq.; and J. Loretta

**Board Members Not Present:** Frederick Jones

**DIA Staff Present:** Guy Parola, Operations Manager, and Karen Underwood-Eiland, Executive Assistant

**Representing Office of the Mayor:** Dr. Johnny Gaffney

**Representing Office of City Council:** Greg Anderson

**Representing Office of General Counsel:** Kealey West

#### **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 Schilling 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 APRIL 11, 2019 DDRB MEETING MINUTES.**

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER LEE APPROVING THE APRIL 11, 2019, DDRB MINUTES.**

**THE MOTION PASSED UNANIMOUSLY 5-0-0.**

Board Member Christian Harden and Board Member Durden entered the proceedings at 2:10 p.m.

**B. DDRB 2019-007: CONCEPTUAL REVIEW LOFTS AT BROOKLYN**

Guy Parola reported that application 2019-007 is requesting conceptual approval for a proposed mixed income and is a 133 unit multi-family project.

Ryan Hoover, Vestcor Properties provided a presentation along with Jack Braxtan architect.

**A MOTION WAS MADE BY BOARD MEMBER HARDEN AND SECONDED BY BOARD MEMBER ALLEN APPROVING CONCEPTUAL APPROVAL OF DDRB APPLICATION 2019-007 WITH THE FOLLOWING RECOMMENDATIONS:**

1. That the developer proposes additional screening solutions such as windows, landscape elements, etc. along Chelsea Street in order to ensure that, to a reasonable extent, parked cars are not visible from Chelsea Street and Jackson Street right-of-ways.
2. That in lieu of meeting the streetscape standards for Intra-District, two-way streets, that minimum 10' sidewalk widths are provided, but at no point less than 8' of clear pedestrian area is provided.
3. Coordinate road closures with Groundwork Jax. Coordinate connectivity with the McCoy's Creek project.

**THE MOTION PASSED 7-0-0.**

**C. DDRB 2019-008 FINAL REVIEW DIALYSIS CLINIC INC.**

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER DAVISSON RECOMMENDING FINAL APPROVAL OF DDRB APPLICATION 2019-002 WITH THE FOLLOWING CONDITIONS:**

1. Deviation from Section 656.361.16B to increase the number of permitted off-street surface parking spaces from eighteen (18) to (34).
2. For that portion of the property's Park Street frontage lying south of the driveway apron shown on the Site Plan submitted for final approval by the DDRB at their May 9, 2019 meeting, a 10' wide urban open space shall continue for the duration of the of the site's Park Street frontage. Note: the following language from the DDRB staff recommendation report dated May 9, 2019 was not deleted nor amended by DDRB: "Urban open space may be hardscape or a combination of landscaping and hardscaping, so long as street furnishings (i.e. benches) are included and the area is open to the public."
3. No chain link fencing permitted.

**THE MOTION PASSED 5-2 (HARDEN AND ALLEN OPPOSED)-0**

A five-minute recess was taken at 3:52 p.m. The Board reconvened at 4:00 p.m.

**D. DDRB 2019-005 CONCEPTUAL REVIEW ASHLEY STREET CONTAINER PROJECT**

**A MOTION WAS MADE BY BOARD MEMBER HARDEN AND SECONDED BY BOARD MEMBER ALLEN RECOMMENDING CONCEPTUAL APPROVAL OF DDRB APPLICATION 2019-005 WITH THE FOLLOWING RECOMMENDATIONS:**

1. The developer should consult with the City’s Traffic Engineer to:
  - (a) Close the driveway apron located at the northwest corner of the developer’s parcel; and
  - (b) Relocate the “No Parking Any Time” sign along this portion of Ashley Street to create more opportunity for on-street parking.
2. Elements are to be incorporated to frame the block face. This may be accomplished through articulating on-street parking through striping, fencing and perimeter landscaping.
3. The developer should address the feasibility of expanding the sidewalk width.
4. The developer should address their strategy for solid waste (i.e., household garbage) and dumpster location.

**THE MOTION PASSED UNANIMOUSLY 7-0-0.**

Board Members Davisson and Harden exited the proceedings due to other appointments.

**E. DDRB 2019-006 SIGN EXCEPTION NORTH FLORIDA LAND TRUST**

**A MOTION WAS MADE BY BOARD MEMBER LEE AND SECONDED BY BOARD MEMBER DURDEN TO DEFER DDRB APPLICATION NUMBER 2019-006 AND TO MOVE THE PROJECT UP FIRST AT THE NEXT MEETING.**

**THE MOTION PASSED UNANIMOUSLY 5-0-0.**

**III. OLD BUSINESS**  
NONE

**IV. NEW BUSINESS**

Guy Parola mentioned that the DIA will be selecting a new CEO at their next meeting to be held on Wednesday, May 15, 2019 at 1:00 p.m. He is in hopes that more staff will be hired soon. There are currently two staff members and seven positions are available.

**V. PUBLIC COMMENTS**

NONE

**VI. ADJOURNMENT**

There being no further business, Chairman Schilling adjourned the meeting at approximately 4:46 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-Eiland, Downtown Investment Authority at (904) 255-5302 or by email at [karenu@coj.net](mailto:karenu@coj.net).