



Downtown Development Review Board

Hybrid Virtual In-Person Meeting
Thursday, June 9, 2022, at 2:00PM

BOARD MEMBERS

Trevor Lee, Chairman

Joseph Loretta, Board Member

Craig Davisson, Board Member

William J. Schilling Jr., Board Member

Linzee Ott, Board Member

Matt Brockelman, Board Member

Christian Harden, Board Member

Frederick Jones, Board Member

Gary Monahan, Board Member

Note: *The City of Jacksonville and the Downtown Investment Authority are committed to making its website compliant with all state and federal laws, as well as accessible to as many people as possible. The City is currently developing a procedure to make all documents posted on the City's website readable via screen reader. In the meantime, public records that are not currently accessible via screen reader will not be posted to the City's website. To obtain the application materials for tab II.B. please email Ina Mezini at RMezini@coj.net.*

I. CALL TO ORDER

II. ACTION ITEMS

- A. Approval of the May 12, 2022, DDRB Regular Meeting Minutes
- B. DDRB 2022-010: JHS Casket Factory Renovations Conceptual Approval
- C. Ordinance 2022-0383 Downtown Overlay Zoning Code

III. OLD BUSINESS

IV. NEW BUSINESS

- A. DDRB Officer Elections

V. PUBLIC COMMENTS

VI. ADJOURNMENT

Please be advised that this will be a hybrid virtual in person meeting. Attendees may participate in person or virtually.

PHYSICAL LOCATION

Jacksonville Public Library-Main Library/Downtown
303 North Laura Street
Multipurpose Room (located in the Conference Center)
Jacksonville, Florida 32202

Visitors are encouraged not to enter City owned public buildings if they have: symptoms of COVID-19, a fever of 100.4 degrees Fahrenheit or higher, are currently undergoing evaluation for COVID-19 infection, a diagnosis of COVID-19 in the prior 10 days or have had close contact with someone infected with COVID-19 during the prior 14 days. Any member of the public entering City owned public building may choose to wear a mask inside the building.

Directions to Multipurpose Room: Upon entering Laura Street entrance to the Library, follow directions and signage for temperature check, then proceed into the Main Library. Walk counterclockwise around the grand staircase and you will see signs for the public elevators. Take the elevator down to level C for Conference Level. Exit the elevator and follow hallway out. Turn left out of the hallway and proceed through glass doors into Conference Center. The Multipurpose Room is the first room on the left.

VIRTUAL LOCATION

Interested persons desiring to attend this meeting virtually can do so via Zoom (including by computer or telephone) using the following meeting access information:

By Computer

<https://zoom.us/j/98596868344?pwd=bFJ1UEhrMmJ2SGNoKzNCdndzTmZLdz09>

Meeting ID: 985 9686 8344

Passcode: 698693

One tap mobile

+1 (646) 558-8656 (New York)

+1 (312) 626-6799 (Chicago)

Find your local number: <https://zoom.us/u/avyAuMLXj>



**Downtown Development Review Board (DDRB)
Meeting
Hybrid Virtual In-Person Meeting
Thursday, June 9, 2022 2:00 p.m.**

MEETING MINUTES

Board Members (BMs) Present: T. Lee, Chair; J. Loretta; Gary Monahan; B. Schilling; M. Brockelman; Linzee Ott (via Zoom); F. Jones; and C. Davisson

Board Members Excused: C. Harden

DIA Staff Present: Guy Parola, Operations Manager; and Ina Mezini, Communication and Marketing Specialist

Office of General Counsel: Susan Grandin, Esq.

Council Members Present: Al Ferraro

I. CALL TO ORDER

Chairman Lee called the meeting to order at **2:00 p.m.**

II. ACTION ITEMS

A. APPROVAL OF THE MAY 12, 2022 DDRB REGULAR MEETING MINUTES

Chairman Lee opened the floor for comment. Seeing none, Chairman Lee called for a motion.

A MOTION WAS MADE BY BOARD MEMBER MONAHAN AND SECONDED BY BOARD MEMBER JONES APPROVING THE MAY 12, 2022 DDRB MINUTES.

THE MOTION PASSED 8-0-0.

B. DDRB 2022-010: JHS CASKET FACTORY RENOVATIONS CONCEPTUAL APPROVAL

DIA's Guy Parola reported that the applicant is seeking conceptual approval for the renovation of a locally designated landmark, referred to as the Florida Casket Factory. The project contemplates renovating the three story building as well as a three story addition to both the west and east building facades.

Chairman Lee called for the applicant presentation.

Michael Blake, of Lane Architecture, provided the applicant presentation.

Chairman Lee called for public comments.

The following persons made in-person public comments, made public comments virtually through Zoom, or provided comments that were read into the record by DIA Staff. Note: the subject matter of the comment(s) indicated to the right of each person:

Stanley Scott Advocated for economic development initiatives to be the main priority of the LaVilla committee.

Chairman Lee called for board comments.

BM Jones echoed staff's concerns regarding transparency, the first floor specifically, and asked that the architect provide more information on the intended use of the space.

Mr. Blake confirmed for BM Loretta that the building will be three stories, adding that the first floor is being renovated for use as a museum that will showcase Jacksonville's music history.

Mr. Blake confirmed for BM Loretta that there will be no natural light on the first floor.

Mr. Blake confirmed for BM Davisson that the stairs on the west portion of the building are unconditioned to save costs and the east addition will have toilet rooms, additional stairs, and mechanical equipment on top.

BM Davisson commented that the east and west additions could be an opportunity to expose and embellish but that the current design solution does not have any distinguishing characteristics that are suitable or appropriate.

BM Schilling asked if the currently blocked windows on the north and south portions of the building are an interim condition or is there discussion of restoring them. Mr. Blake responded that so far the intent has been to get the building conditioned so that it can be used for archive storage and then gradually move into the building to start holding events on the third floor and work towards the museum on the first floor. Currently, the primary goal has been to create a building envelope with mechanical systems in place and that's as far as the designs have gotten.

BM Schilling suggested that the applicant provide color samples and a material board. Mr. Parola confirmed that a material board will be required at final approval.

BM Ott asked what kind of events does Jacksonville Historical Society (JHS) anticipate using the space for. Mr. Blake responded that he anticipates it will be open to any kind of event the user would like. BM Ott spoke to the value of natural light to an event space.

CM Ferarro asked if the space will be ADA accessible. Mr. Blake responded that it will have a functional modernized ADA compliant elevator.

Chairman Lee stated his support for the applicant's efforts and the attractiveness of the building but would like to see the east and west additions revisited citing a concern that it will detract from the building's value.

BM Monahan noted that museums are typically temperature and humidity-controlled environments and suggested significant screening for any mechanical equipment. Mr. Blake responded that the mechanical equipment will be housed on the roof with a parapet that will conceal it.

Chairman Lee asked that the applicant provide illustrations with the exact size of the equipment and demonstrate with a diagram that the equipment will not be visible from the public right-of-way.

Mr. Parola confirmed for BM Jones that it is his understanding that this section of Duval Street is Jacksonville infrastructure, as opposed to FDOT.

A MOTION WAS MADE BY BOARD MEMBER SCHILLING AND SECONDED BY BOARD MEMBER BROCKELMAN RECOMMENDING CONCEPTUAL APPROVAL OF DDRB APPLICATION 2022-010 WITH STAFF RECOMMENDATIONS AND REINFORCING THE REQUIREMENT THAT THE APPLICANT PROVIDE A COLOR AND MATERIAL BOARD AT FINAL APPROVAL.

THE MOTION PASSED 7-1-0. (NAY: DAVISSON)

C. ORDINANCE 2022-0383 DOWNTOWN OVERLAY ZONING CODE

Mr. Parola provided an update on the legislation before City Council to amend the downtown overlay zoning code. The update is summarized below:

- Although the changes to the code largely came from DDRB, the Board still has to vote on the changes as presented in its ordinance form.
- Planning Commission voted to approve the changes with a couple of amendments to the legislation
 - Changes the language prohibiting new or expanded surface parking lots in the Sports and Entertainment District and the Southbank to solely prohibiting it in the Southbank while permitting it in the Sports and Entertainment District as a special exception.
 - At the request of the Planning Director, Planning Commission will remain a part of the approval process of changing the ordinance code, even when it only affects downtown.

Regarding the alcohol restrictions, BM Jones asked if there is flexibility in terms of it being a restaurant versus a free-standing or pop-up tent for events. Mr. Parola responded that an agreement has been made to relax alcohol restrictions for restaurants, but not bars or nightclubs. Adding that, the Church District is being rebranded as North Core and the church (First Baptist) has begun selling some of its downtown property – they own approx. 13 blocks in total, however there will

still be a church there so bars and nightclubs will be encouraged to setup in other parts of downtown.

As it pertains to the cost of constructing parking garages, BM Monahan stated his concern with limiting the expansion of surface parking as the density continues to increase in the Sports and Entertainment District. Mr. Parola responded that the overall development strategy for the Sports and Entertainment District will include high enough rents to where parking garages are financially feasible.

BM Brockelman pointed out that “Northcore” is written as one word and suggested making it two words for consistency. Mr. Parola agreed.

A MOTION WAS MADE BY BOARD MEMBER MONAHAN AND SECONDED BY BOARD MEMBER SCHILLING RECOMMENDING APPROVAL OF ORDINANCE 2022-0383 REGARDING AMENDING THE DOWNTOWN OVERLAY ZONING CODE WITH THE PLANNING COMMISSION AMENDMENT.

THE MOTION PASSED 8-0-0.

III. OLD BUSINESS

None.

IV. NEW BUSINESS

A. DDRB Officer Elections

Mr. Parola provided a summary of the DDRB Officer Election process. At the regularly scheduled July board meeting, the board will elect a chair to serve for one year. The Chair will appoint two members to serve on the Nominating Committee who will meet to discuss a slate for Vice Chair and Secretary. The slate will be presented to the board at the regularly scheduled August board meeting. At the regularly scheduled September board meeting, the Nominating Committee will report the slate to the board who will then elect, by voice vote, the officers to serve for one year. Additional names are permitted from the floor. Mr. Parola asked board members to communicate to staff if they are not able or willing to serve as an officer.

V. PUBLIC COMMENTS

The following persons made in-person public comments, made public comments virtually through Zoom, or provided comments that were read into the record by DIA Staff. Note: the subject matter of the comment(s) indicated to the right of each person:

Ernest Smith

Asked how one becomes a board member of DDRB; Commented that there are no persons of color on the DDRB despite the

downtown being predominantly (55%) persons of color and asked if this is a concern.

Mr. Parola responded that the Mayor's administration appoints board members and offered to put anyone interested in serving as a board member in contact with the administration.

VI. ADJOURNMENT

There being no further business, Chairman Lee adjourned the meeting at approximately 2:44 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 Xavier Chisholm at 904-255-5302 or xchisholm@coj.net.