



Downtown Development Review Board (DDRB)

City Hall 117 W. Duval Street

Lynwood Roberts Room, 1st Floor

Thursday, August 25, 2016 – 2:00 PM

AGENDA

Members:	Ex-Officio and Staff Distribution:
Frederick Jones, Chairman	Bill Joyce, Operations Director, Public Works
Rafael Caldera, Board Member	Council Member, Aaron Bowman
Joseph P Loretta, Secretary	Jacob Gordon, DVI, Ex-Officio Member
Carol Worsham, Board Member	Joel McEachin, Historic, Ex-Officio Member
Craig Davisson, Board Member	Michael Sands, Development Services Chief, Ex-Officio Member
Trevor Lee, Board Member	
William J. Schilling, Jr. Board Member	
Ex-Officio and Staff Distribution:	B. Thoburn, 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
	Karen Underwood-Eiland, DDRB Executive Secretary
I.	CALL TO ORDER – Chairman Caldera
II.	ACTION ITEMS – Chairman Caldera
	A. Approval of July 21, Meeting Minutes
	B. DDRB 2016-012, District, request for DDRB Conceptual Approval
	C. Election of DDRB Officers
III.	INFORMATION/DISCUSSION ITEMS – Chairman Caldera
	A. Workshop –Baptist Hospital Parking Garage, Southbank
	B. Parklets Downtown
IV.	OLD BUSINESS – Chairman
V.	NEW BUSINESS – Chairman
VI.	PUBLIC COMMENTS – Chairman
VII.	ADJOURNMENT – Chairman
	Next Scheduled Meeting: September 22, 2016, (tentative)



Downtown Development Review Board (DDRB)

City Hall @ St. James 117 W. Duval Street
Lynwood Roberts Room, 1st Floor

Thursday, August 25, 2016 - 2:00 p.m.

MEETING MINUTES

Board Members Present: Chair F. Jones, R. Caldera, C. Davisson, C. Harden, T. Lee, J. Loretta, B. Schilling and C. Worsham.

Board Members Not Present: None

DIA Chairman Present: Jim Bailey

DIA Staff Present: Guy Parola, Redevelopment Manger; Jim Klement, Development Coordinator; and Karen Underwood-Eiland, Executive Secretary

Representing Office of City Council: None

Representing Office of the Mayor: Johnny Gaffney

Representing Office of General Counsel: Sondra Fetner

I. CALL TO ORDER

Meeting Convened: 2:03 p.m.

Chairman Jones convened the meeting with a quorum present and called the meeting to order.

Chairman Jones 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.

Board Member Schilling stated that he was providing services regarding the District and has conflict of interest regarding DDRB conceptual approval. DDRB-2016-012

Chairman Jones welcomed the newest Board Member Christian Harden.

II. ACTION ITEMS

A. Approval of the DDRB July 21, 2016 Regular Meeting Minutes

A MOTION WAS MADE BY BOARD MEMBER WORSHAM AND SECONDED BY BOARD MEMBER LORETTA APPROVING DDRB JULY 21, REGULAR MEETING MINUTES.

THE MOTION PASSED UNANIMOUSLY 8-0.

B. DDRB 2016-012 DISTRICT REQUEST FOR DDRB CONCEPTUAL APPROVAL.

Mr. Klement brought forth background information regarding The District, mixed Use Project.

Guy Parola commented that the acreage would be corrected from 40 to a 33 acreage site.

Michael Munz, President of the Dalton Agency, provided a presentation in company with Peter Rummell and Bob Rhodes to answer any questions. This project will create an opportunity to create catalyst site and catalyst projects. A workshop was held in the spring and all Board feedback was taken into consideration. Today's presentation is showing conceptual guidelines.

Chairman Jones opened the floor for public comments.

Discussion/comments from the Board:

Jim Klement stated that this project is a single phase Master development project. The intent is to build upon a conceptual introduction and develop a master development program with documents for future final approval by the DDRB.

Board Member Loretta commented that prior to final approval; hard copies should be provided within a few weeks in advance for review as well as general on-street and off-street parking standards details. The built-to-lines needed further explaining. Cross sections are to be accurate and a fifty foot buffer along the waterway should have a minimum standard and clarification. Michael Munz reported about the public parking aspect and said that they will focus on making sure the parking was going to be a self-contained issue. He pointed out they worked really hard to have a balance between that requirement.

Jim Klement stated that the proposed uses of this project meet the incentive uses of the South Bank Overlay District.

Board Member Worsham supports the activation of the restaurant space as it will spill onto the Riverwalk. She inquired about a definite width of what the Riverwalk which would be the public park be dedicated to the City. Mr. Munz responded that the public park and the public space will be maintained as part of the development and will be discussed with the DIA. Board Member Worsham also indicated that when returning for design guidelines, streetscapes cross sections may need clarification for bicycle traffic.

Jim Klement stated that this project would come back for final approval and development compliance with approved plans.

Chairman Jones indicated that the Board does need more defined standards. He addressed concerns as the transportation functions and the street network would be public.

Michael Munz stated that they will commit to the staff on reviewing in-depth details and will read all of the fine print for each graphic.

A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER HARDEN APPROVING DDRB 2016-012 DISTRICT DEVELOPMENT, SOUTHBANK (JEA SITE) FOR CONCEPTUAL APPROVAL WITH THE FOLLOWING RECOMMENDATIONS:

1. The Applicant identify, when applicable, where the Project-specific design standards deviate from those design standards, including streetscape standards, identified in the Chapter 656, Part 3, Subpart H of the Jacksonville Code of Ordinances.
2. The Project-specific standards (e.g. setbacks, built to lines, etc.) shall include both illustrative and written standards detailed enough to serve as a regulatory document.
3. The Project-Specific shall include provisions for:
 - Minimizing surface parking, including prohibition on commercial surface parking lots;
 - Demonstrating that public space, view sheds/corridors, and public access to the river is ensured in perpetuity in accordance with the site layout plan approved by DDRB; and
 - Demonstrating pedestrian, non-motorized vehicle, and multi-use prioritized right-of-ways.
4. The Project-Specific shall provide developed building design elements (e.g. projections, glazing, etc.) specific enough to serve as a regulatory document, but broad enough so as to allow for unique architectural expression and creativity. Staff anticipates standards to be articulated in ranges as opposed to absolutes.
5. The Project-Specific shall demonstrate that the appearance of “super blocks” is mitigated for through design standards.
6. The Project-Specific shall demonstrate provisions for the extension of the river walk through the Project and connectivity of the river walk to other pedestrian trails, sidewalks, etc.

The Board also indicated that due to large scale and variety of the mixed uses within the project a minimum two week review window be provided to the members so as to allow sufficient time for review of the proposal prior to the meeting date.

THE MOTION PASSED UNANIMOUSLY 7-0-1(SCHILLING).

C. ELECTION OF NEW DDRB OFFICERS

Sondra Fetner, OGC briefly went over the By-Laws regarding the election of Vice Chair and Secretary. The nominating Committee recommended Board Member Loretta as Vice Chairman and Craig Davisson as Secretary. At the September meeting, the election will take place where the chair will open the floor to any other additional nominations in addition to the slate that was nominated at the September 2016. The positions will be effective in October 2016.

III. INFORMATION DISCUSSION ITEMS

A. WORKSHOP-BAPTIST HOSPITAL PARKING GARAGE, SOUTHBANK

Keith Tickell, Baptist Health Vice President of Strategic Assets/Real Estate presented the project to the Board for the Baptist Health, Lot A Parking Structure, with Streetscape Improvements. Frank Brooks, Chris Flagg, Lynn Pappas, Staci Rewis and Joseph Tarver were also in attendance.

Chris Flagg commented that section 656.361.18 – Transparency has certain design guidelines as to how to handle the first floor development.

The Board made relevant comments.

B. PARKLETS DOWNTOWN

Jack Shad, Windmill Consulting, provided a presentation on Downtown Parklets. Jennifer Hewett-Apperson, DVI was present to answer any questions.

Guy Parola highly commended the DVI for sponsoring the project and it is a great start. Jennifer Hewett-Apperson said that this has been a learning process for everyone involved.

Jack Shad stated that this project does not require a building permit; but it does require an inspection by the City's development services. Traffic engineering has raised number of issues that the parklet be set in 18 inches from the edge of the parking lane.

The Board was pleased with the project.

IV. OLD BUSINESS

None

V. NEW BUSINESS

None

VI. PUBLIC COMMENTS

None

VII. ADJOURNMENT

There being no further business, Chair Jones adjourned the meeting at approximately 4:40 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.