



**Downtown Development Review Board (DDRB)
Meeting
Hybrid Virtual / In-Person Meeting**

Thursday, October 9, 2025, 2:00PM

MEETING MINUTES

Board Members Present: Linzee Ott (Chair), Carl Dawson (Secretary), Matt Brockelman, Kevin Craig, Ennis Davis, Peter Deiuliis, Frederick Jones, Joseph Loretta

Board Members Absent: Joana Berling

DIA Staff Present: Guy Parola (DIA Operations Manager), Van Christiansen (DIA Redevelopment Coordinator), Ava Hill (DIA Administrative Assistant)

Office of General Counsel: Cherry Pollock

Office of the Mayor: Bill Delaney

I. CALL TO ORDER

Chair Ott called the meeting to order at **2:00 p.m.** Chair Ott then called for introductions from Board Members and Staff.

II. ACTION ITEMS

A. AUGUST 14, 2025, DOWNTOWN DEVELOPMENT REVIEW BOARD (DDRB) REGULAR MEETING MINUTES APPROVAL

Board Chair Ott called for a motion on the meeting minutes.

Motion: Member Brockelman moved to approve the meeting minutes.

Seconded: Member Craig seconded the motion.

Vote: **Aye: 8** **Nay: 0** **Abstain: 0**

B. Voting Disclosure Forms

Chair Ott called for member disclosures of any conflicts of interest. Chair Ott disclosed conflicts for item 2025-005 Pearl District N7.

All voting disclosure forms have been filed and are on record.

C. DDRB Application 2025-006 Moran Environmental (Conceptual Review)

Mr. Guy Parola presented an overview of 2025 006 Moran Environmental for Conceptual Review application. The applicant, Mr. Jason Gabriel, provided a presentation on the project.

Board member Loretta noted that the project plans require additional engineering detail prior to final approval. Board member Deiuliis commented that the project is a logical upgrade to existing structure and fits the industrial context of the area.

Chair Ott called for a motion on the item.

Motion: Member Jones moved to approve application 2025-006.

Seconded: Member Brockelman seconded the motion.

Vote: **Aye: 8** **Nay: 0** **Abstain: 0**

D. DDRB Application 2025-005 Pearl Square, N7 (Final Review)

Ms. Van Christiansen presented a summary of DDRB application 2025-005 Pearl Square N7 for Final Review Application. The applicant, Ms. Cyndy Trimmer, provided a presentation on the project.

Board member Jones raised coordination with the Florida Department of Transportation coordination for the state road facilities impacts on the project as a discussion item and inquired about the Beaver Street “road diet.” Ms. Trimmer confirmed there is an ongoing working group on the issue with representation from the applicant team, DIA, and Public Works, and provided information on a forthcoming DIA mobility credit resolution. Board member Loretta requested clarity on elements of the pedestrian realm and landscaping; confirmed raised curbs around planters according to the North Core guidelines.

The general sentiment of Board Members included strong excitement about the Publix grocery anchor and design improvements. Mr. Delaney, Mayor’s office, expressed full support, calling it an exciting project downtown.

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A deviation request was reviewed in a workshop meeting on October 9, 2025, prior to the DDRB regular meeting. As such, the Board was required to vote on this item prior to considering final approval:

Motion: Member Brockelman moved to approve the deviation request for 2025-005 with staff recommendations for 2025-005.

Seconded: Member Craig seconded the motion.

Vote: **Aye: 7** **Nay: 0** **Abstain: 1**

Following the vote on the deviation request, a motion to grant final approval inclusive of staff recommendation was introduced by Member Brockelman:

Motion: Member Brockelman moved to grant final approval with staff recommendations for 2025-005.

Seconded: Member Craig seconded the motion.

Vote: **Aye: 7** **Nay: 0** **Abstain: 1**

III. OLD BUSINESS

There was no old business.

IV. NEW BUSINESS

There was no new business.

V. PUBLIC COMMENTS

There were no public comment requests.

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 Van Christiansen at vchristiansen@coj.net to acquire a recording of this meeting.