



**Downtown Development Review Board (DDRB)**  
**City Hall**  
**St. James Building, 117 W. Duval Street**  
**Don Davis Room, 1<sup>st</sup> Floor**  
**Jacksonville, FL. 32202**

**Thursday, November 16, 2017 – 2:00 PM**

<b>Members:</b>		<b>Ex-Officio and Staff Distribution:</b>	
Joseph Loretta, Chairman		Bill Joyce, Public Works Department	
William J. Schilling Jr., Vice Chairman		Council Member, Greg Anderson, At Large Grp 4	
Trevor Lee, Secretary		Dr. Johnny Gaffney, Mayor’s Office	
Rafael Caldera, Board Member		Brad Thoburn, JTA Representative	
Craig Davisson, Board Member		Jacob Gordon, DVI, Ex-Officio Member	
Carol Worsham, Board Member		Michael Sands, PW/Dev. Mgt., Ex-Officio Member	
Frederick Jones, Board Member		Public Affairs Office, James Croft	
Christian Harden, Board Member			
<b>Staff Distribution:</b>		<b>Office of General Counsel: Jason Teal, Esq.</b>	
Aundra Wallace, DIA CEO			
Guy Parola, DIA Operations Mgr.			
Jim Klement, DDRB Development Coordinator			
Karen Underwood-Eiland, DDRB Executive Secretary			
<b>I.</b>	<b>CALL TO ORDER – Chairman</b>		
<b>II.</b>	<b>ACTION ITEMS – Chairman</b>		
	A. Approval of October 19, 2017 DDRB Meeting Minutes		
	B. DDRB 2017-022, Request for The Dora Block, Conceptual Approval		
<b>III.</b>	<b>INFORMATION/DISCUSSION ITEMS Chairman</b>		
<b>IV.</b>	<b>OLD BUSINESS – Chairman</b>		
<b>V.</b>	<b>NEW BUSINESS – Chairman</b>		
<b>VI.</b>	<b>PUBLIC COMMENTS – Chairman</b>		
<b>VII.</b>	<b>ADJOURNMENT – Chairman    Next Scheduled Meeting: December 21, 2017 (tentative)</b>		



Downtown Development Review Board (DDRB)  
City Hall at St. James, Building  
117 W. Duval Street  
Lynwood Roberts Room, 1st Floor

*Thursday, November 16, 2017 - 2:00 p.m.*

## **MEETING MINUTES**

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

**Board Members Not Present:**

**DIA Staff Present:** Jim Klement, Development Redevelopment Coordinator and Karen Underwood-Eiland, Executive Assistant

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

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

**Representing Office of General Counsel:** Jason Teal

### **I. CALL TO ORDER**

**Meeting Convened: 2:00 p.m.**

Chairman Loretta called the meeting to order at 2:00 p.m. and the members identified themselves for the record.

Chairman Loretta asked anyone wishing to speak on a particular project to complete a public speaker card and 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 OCTOBER 19, 2017 DDRB MEETING MINUTES**

**A MOTION WAS MADE BY BOARD MEMBER WORSHAM AND SECONDED BY BOARD MEMBER SCHILLING APPROVING THE OCTOBER 19, 2017 DDRB MINUTES.**

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

**B. DDRB 2017-022, REQUEST FOR THE DORA BLOCK, CONCEPTUAL APPROVAL.**

Chairman Loretta, Applicant recused himself from voting on the project and handed the gavel to Vice Chairman Schilling to chair the meeting.

Jim Klement reviewed the project report for DDRB Application number 2017-002 for the proposed Dora Block Development.

Joe Loretta provided a presentation. He introduced Joe Cronk, Kevin Bennett, and Ladd Roberts, Landwise Design Landscape architecture. Steve Diebenow, Attorney will be assisting their team with the DIA Development Rights and liquor license waiver. Property Owner is Lynn Allen and Tripp Gulliford is a part of the development team.

Vice Chairman Schilling opened the floor for public comments.

Board Member Fred Jones entered the proceedings at 2:13 p.m.

The Board made relative comments regarding the project.

- Amazing project for the neighborhood.
- Create an active outdoor space on the One-way drive on Southeast of the project
- Design options. Filter between front end of the car and wall sidewalk
- Looks like two (2) different projects
- Storm water
- A condition was suggested to locate some sort of drop-off
- A Question arose regarding transparency.
- Recommended graffiti or art work on the front of the garage.

**A MOTION WAS MADE BY BOARD MEMBER HARDEN AND SECONDED BY BOARD MEMBER WORSHAM APPROVED CONCEPTUAL DESIGN REVIEW OF DDRB 2017-022, DORA BLOCK DEVELOPMENT, 301 /311 SPRUCE STREET – which included:**

1. DDRB Conceptual Approval of DDRB 2017-022, Dora Block Development and the following conditions:
  - A. Applicant to present information showing compliance with Sec. 656.361.16–Off-Street Parking or receive the appropriate deviation.
  - B. Applicant to present information showing compliance with Sec. 656.361. 17-Surface Parking, Trash, Storage, and Loading Area Screening and Landscaping Requirements or receive the appropriate deviation.

- C. Applicant to present information showing compliance with Sec. 656.361.20- Streetscape Design Standards or receive the appropriate deviation.
- D. Applicant to receive required “Development Rights” from the DIA prior to DDRB Final Approval.
- E. Applicant to receive the appropriate “Waiver of Liquor Distance” prior to CO for a distillery type use.

The Board also suggested that the overall circulation design provide a permanent “drop-off and Loading” vehicle space to facilitate temporary parking for ride sharing and pick up type activity.

**THE MOTION PASSED 7-0-1 (LORETTA RECUSED)**

**Chairman Loretta opened the floor for public comments.**

**III. INFORMATION/DISCUSSION ITEMS**

**IV. OLD BUSINESS**

Jim Klement stated the next meeting will be held on December 21<sup>st</sup> and suggested moving the next meeting to early January 2018 due to the Christmas holiday.

**V. NEW BUSINESS**  
**NONE**

**VI. PUBLIC COMMENTS**  
**NONE**

**VII. ADJOURNMENT**

There being no further business, Chairman Loretta adjourned the meeting at approximately 3:00 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) 630-3492 or by email at [karenu@coj.net](mailto:karenu@coj.net).