



**Downtown Development Review Board
Sign Code Revision Committee**

**Hybrid Virtual/In-Person Meeting
Thursday, January 12, 2023, at 12:30 PM**

COMMITTEE MEMBERS

Matt Brockelman, Chair
Craig Davisson

Joe Loretta
Gary Monahan

I. CALL TO ORDER

II. DISCUSSION

- A. Review and discuss draft code revision options re: non-static signage
- B. Existing Sign Code Language for Monument Signs
- C. Discussion – Monument Signs
- D. Review Action Items

III. PUBLIC COMMENTS

IV. 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.

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 (301) 715-8592 (Washington D.C)

+1 (312) 626-6799 (Chicago)

Find your local number: <https://zoom.us/j/98596868344>



**Downtown Development Review Board (DDRB)
Sign Code Revision Committee Meeting
Hybrid Virtual In-Person Meeting**

Thursday, January 12, 2023 12:30 p.m.

MEETING MINUTES

Board Members (BMs) Present: M. Brockelman (Chair); J. Loretta; C. Davisson

DIA Staff Present: Susan Kelly, Redevelopment Coordinator; and Ina Mezini, Strategic Initiatives Coordinator

Office of General Counsel: Carla Lopera, Esq.

I. CALL TO ORDER

Chairman Brockelman called the meeting to order at 12:31 p.m.

II. DISCUSSION ITEMS

A. Review and discuss draft code revision options re: non-static signage

Susan Kelly with DIA presented three (3) draft code revision options as a means of including language for non-static signage into the Downtown Sign Overlay.

Discussion from Board Members resulted in an action item that staff should create a hybrid of options 2 and 3, and Chairman Brockelman noted that it is the intent of the Board to generally be reluctant to approve of these types of signage.

B. Existing sign code language for monument signs

Ms. Kelly reviewed a memo that was provided to the Committee by Staff. The memo includes terminology and relevant definitions; mentions and considerations for monument signs in the current code (standard sign code and other overlays); and considerations (or lack thereof) for monument signs in Subpart B, the Downtown Sign Overlay Zone.

C. Discussion – Monument Signs

Chairman Brockelman led the group discussion regarding monument signs.

Overall, the Committee agreed that monument signs should be viewed as distinct by district. Committee Members felt that a narrow path for administrative review may be possible, but otherwise, they (DDRB) need to review monument signs as they come through.

Staff will prepare a couple of draft code options, with a possible option for administrative review.

III. Public Comments

Chairman Brockelman called for any other public comments. No additional public comments were presented.

IV. Adjournment

There being no further business, Chairman Brockelman adjourned the meeting at approximately 1:12 p.m.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments for this meeting, a recording is available upon request. Please contact Susan Kelly at 904-255-5307 or ksusan@coj.net.