



**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, February 15, 2018 – 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. December 12, 2018 Appeal Minutes being reviewed - <b>Deferred</b>
	B. DDRB 2017-022, The Dora Block, Distillery and Restaurant <b>Deferred</b>
	1. WLD-17-32 Waiver Liquor Distance, 310 Chelsea St., Restaurant
	2. WID-17-33 Waiver Liquor Distance, 301 Spruce St, Distillery
	3. Final Approval with Deviations (TBD) Agent Steve Diebenow,
	C. DDRB 2018-002, Sports & Entertainment Complex Digital Sign, Special Sign Exception
	Special Sign Exception, <b>Deferred</b>
	D. DDRB 2018-004, 100 West Bay Street, Final Review, Hotel conversion, <b>Deferred</b>
	E. DDRB 2018-003, Dogtopia, Final Review with Deviations, Hendricks Avenue
	F. DDRB 2018-006 Parking Garage, Final Review, Main and Forsyth St., <b>Deferred</b>

February 15, 2018  
Downtown Development Review Board Meeting

	G. DDRB 2018-001, Jug Handle, Brooklyn retail, Final Review, Brooklyn Riverside District
	1. Final Review w/ deviations
	2. Special Sign Exception
	H. DDRB 2018-005 Kanine Social, Final Review w/ Deviations, Brooklyn Riverside District
	I. DDRB 2018-007 Everbank Bldg. Downtown Sign (Place Holder) Special Sign Exception
<b>III.</b>	<b>INFORMATION/DISCUSSION ITEMS Chairman</b>
	DDRB 2018-006, Workshop for Main & Forsyth Parking Garage ( <b>TBD</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: March 15, 2018</b>



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

*Thursday, February 15, 2018 - 2:00 p.m.*

### MEETING MINUTES

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

**Board Members Not Present:** F. Jones

**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: 2:05 p.m.**

Chairman Loretta called the meeting to order at 2:05 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 to 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. DECEMBER 12, 2018 APPEAL MINUTES -- DEFERRED**

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

1. WLD-17-32 Waiver Liquor Distance, 310 Chelsea Street Restaurant
2. WLD-17-33 Waiver Liquor Distance, 301 Spruce Street Distillery
3. Final Approval with Deviations (TBD) Agent Steve Diebenow

**This item was deferred.**

**C. DDRB 2018-002, SPORTS & ENTERTAINMENT COMPLEX DIGITAL SIGN, SPECIAL SIGN EXCEPTION**

**This item was deferred.**

**D. DDRB 2018-004, 100 WEST BAY STREET, FINAL REVIEW, HOTEL CONVERSION**

**This item was deferred.**

**E. DDRB 2018-003, DOGTOPIA, FINAL REVIEW WITH DEVIATIONS, HENDRICKS AVENUE**

Thomas Duke, Applicant and Mark Mechling, Mechling Engineering provided a presentation the Board.

Jim Klement went over the deviations.

Chairman Loretta opened and then closed the floor for public comments.

The Board Member made comments regarding the project.

**A MOTION WAS MADE BY BOARD MEMBER DAVISSON AND SECONDED BOARD MEMBER LEE GRANTING FINAL APPROVAL of DDRB 2018-003, Dogtopia, (1075 Hendricks Avenue) Development and the following deviations which include:**

- A. Approved a deviation from *Sec. 656.361.11 Setback or “Build to” Lines* to allow increased setback from Hendricks Avenue.  
Board Member Davisson – 2<sup>nd</sup> Board Member Worsham  
The motion passed unanimously 7-0-0.**
- B. Approved a deviation from *Sec. 656.361.13 Entrances* to reduce requirements for Louisa Street.  
Board Member Caldera/ 2<sup>nd</sup> Board Member Lee  
The motion passed unanimously 7-0-0.**
- C. Approved a deviation from *Sec. 656.361.16 Off-Street Parking Overlay* to reduce the required parking to 0 spaces.  
Board Member Davisson/ 2<sup>nd</sup> Board Member Worsham  
The motion passed unanimously 7-0-0.**

**D. Approved a deviation from *Sec. 656.361.17 Surface Parking, Trash, Storage, and Loading Area Screening and Landscaping requirements* to allow dumpster access from Louisa Street and alternate fence treatment on Louisa Street.**

**Board Member Caldera/ 2<sup>nd</sup> Board Member Lee**

**The motion passed unanimously 7-0-0.**

**E. Approved a deviation from *Sec. 656.361.18 Transparency* requirement to reduce transparency requirements for Hendricks Avenue and Louisa Street.**

**Board Member Davisson/ 2<sup>nd</sup> Board Member Worsham**

**The motion passed unanimously 7-0-0.**

**F. Approved a deviation from *Sec. 656.361.20 Streetscape Design Standards* requirement prior to Hendricks Avenue and Louisa Street.**

**Board Member Worsham/Board Member Lee**

**The Motion passed unanimously 7-0-0.**

**G. The DDRB then granted DDRB Final Approval of the proposed master plan.**

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

**F. DDRB 2018-006, PARKING GARAGE, FINAL REVIEW, MAIN AND FORSYTH STREET.**

**This item has been deferred.**

**G. DDRB 2018-001 JUG HANDLE, BROOKLYN RETAIL, FINAL REVIEW, BROOKLYN RIVERSIDE DISTRICT.**

**1. Final Review**

**2. Special Sign Exception**

Jim Klement provided a summary of the project to the board.

Wyman Duggan provided a presentation to the Board.

**A MOTION WAS MADE BY BOARD MEMBER SCHILLING AND SECONDED BY BOARD MEMBER LEE RECOMMENDING FINAL APPROVAL OF DDRB APPLICATION 2018-001 JUG HANDLE, BROOKLYN PLACE DEVELOPMENT AND THE FOLLOWING DEVIATIONS:**

**1. Approved a deviation from *Sec. 656.361.16 Off-Street Parking Overlay* to reduce the required parking to provide 90 parking spaces.**

**Board Member Schilling/2<sup>nd</sup> Board Member Caldera**

**The Motion passed unanimously 7-0-0.**

2. **The DDRB granted DDRB Final Approval of the 2 face monument sign on Riverside Avenue with an allowable sign area of 25 sq. ft. per side face; Board Member Worsham/2<sup>nd</sup> Board Member Schilling  
The Motion Passed Unanimously 7-0-0.**
3. **The DDRB then granted DDRB Final Approval of the master plans with the following condition:**
  - A. **The developer will prepare documents showing appropriate screening of the roof top equipment from the adjacent sidewalks to the development prior to 10 set review.**

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

**H. DDRB 2018-005 KANINE SOCIAL, FINAL REVIEW W/ DEVIATIONS, BROOKLYN RIVERSIDE DISTRICT.**

Jim Klement reported a summary of the project.

Lara Diettrich, Diettrich Planning, LLC provided a presentation.

**A MOTION WAS MADE BY BOARD MEMBER SCHILLING AND SECONDED BY BOARD MEMBER CALDERA APPROVING DDRB 2018-005, KANINE SOCIAL DEVELOPMENT FOR FINAL APPROVAL AND THE FOLLOWING DEVIATIONS WHICH INCLUDED:**

- A. **Approved a deviation from *Sec. 656.361.16 Off-Street Parking Overlay* to reduce the required parking to provide 0 parking spaces.  
Board Member Harden/2<sup>nd</sup> Board Member Worsham  
The Motion passed unanimously 7-0-0.**
- B. **Approved a deviation from *Sec. 656.361.17 Surface Parking, Trash, Storage, and Loading Area Screening and Landscaping requirements* to allow dumpster access off-site.  
Board Member Harden/2<sup>nd</sup> Board Member Caldera  
The Motion passed unanimously 7-0-0.**
- C. **Approved a deviation from *Sec. 656.361.18 Transparency* requirement to reduce transparency requirements for College and Rosselle Streets.  
Board Member Davisson/2<sup>nd</sup> Board Member Schilling  
The Motion passed unanimously 7-0-0.**
- D. **Approved a deviation from *Sec. 656.361.20 Streetscape Design Standards* requirement prior to DDRB Final Approval for College and Rosselle Streets.**

**Board Member Worsham/2<sup>nd</sup> Board Member Caldera.**

**The Motion passed unanimously 7-0-0.**

**E. The DDRB then granted DDRB Final Approval of the master development plans.**

**I. DDRB 2018-007, EVERBANK BUILDING DOWNTOWN SIGN (PLACE HOLDER) SPECIAL SIGN EXCEPTION**

Board Member Worsham reported that staff dropped off packet to her office.

Board Member Davisson recused himself from voting on the project.

Board Member Schilling reported that he had a conversation with Mr. Diebenow.

Board Member Harden reported that he had conversation with Mr. Diebenow and Mr. McElhaney.

Board Member Caldera reported ex-parte communication.

Chairman Loretta reported the he had communication with their staff as well.

Jim Klement provided a brief summary of the project.

Steve Diebenow provided a presentation.

Chairman Loretta opened and then closed the floor for public comments.

**A MOTION WAS MADE BY BOARD MEMBER CALDERA AND SECONDED BY BOARD MEMBER LEE APPROVING DDRB 2018-007 EVERBANK BLDG. DOWNTOWN SIGN (PLACE HOLDER) SPECIAL SIGN EXCEPTION WITH THE FOLLOW CONDITION:**

- 1. Two Building Identification signs, one on the north elevation and one on the south elevation not to exceed 2,629 Sq. Ft. each.**

**THE MOTION PASSED UNANIMOUSLY 6-0-1 (DAVISSON RECUSED)**

**III. INFORMATION/DISCUSSION ITEMS**

**A. DDRB 2018-006 WORKSHOP FOR MAIN AND FORSYTH PARKING (TBD)**

**IV. OLD BUSINESS**

**NONE**

**V. NEW BUSINESS**

Board Member Worsham inquired about the District project.

**VI. PUBLIC COMMENTS**

**NONE**

**VII. ADJOURNMENT**

There being no further business, Chairman Loretta adjourned the meeting at approximately 3:32 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).