



**Downtown Development Review Board (DDRB)**  
**117 W. Duval Street**  
**Don Davis Room**  
**First Floor, City Hall @ St. James Building**  
**Jacksonville, FL. 32202**

**Thursday, February 14, 2019 – 2:00 PM**

<b>Members:</b>	<b>Ex-Officio and Staff Distribution:</b>
William J. Schilling Jr., Chairman	Council President, Aaron Bowman, District 3
Trevor Lee, Vice Chairman	Council Member, Greg Anderson, At Large Grp 4
Christian Harden, Secretary	Council Member, Reggie Gaffney, District 7
J Brent Allen, Esq. Board Member	Council Member & JWW Chair, Lori Boyer, Dist.5
Craig Davisson, Board Member	Nathaniel Ford, JTA CEO
Brenna Durden, Esq. Board Member	Terry Durand-Stuebben, Chair, DVI
Frederick Jones, Board Member	Tom Goldsbury, Building Official
Joseph Loretta, Board Member	Bill Killingsworth, Director Planning and Dev.
	Chris LeDew, Traffic Engineer
<b>Staff Distribution:</b>	Jack C. Demetree, III, Vice Chair, JHPC
Brian Hughes, Mayor’s Chief of Staff and Interim CEO	Jeff Sheffield, Executive Director North FL TPO
Guy Parola, DIA Operations Mgr.	Honorable Darryl Willie, DCSB
Jim Klement, DDRB Development Coordinator	Diane Hutchings, Chair, North FL TPO
Karen Underwood-Eiland, DDRB Executive Secretary	Jacob Gordon, CEO, DVI
<b>Office of General Counsel: Jason Teal, Esq.</b>	Jim Bailey, DIA Chair
<b>I.</b>	<b>CALL TO ORDER – Chairman</b>
<b>II.</b>	<b>ACTION ITEMS – Chairman</b>
	A. Approval of the January 10, 2019 DDRB Regular Meeting Minutes
	B. DDRB 2019-001 VyStar Tower, Special Sign Exception, 76 S. Laura St., Approval
	C. Art in Public Places, art projects for DIA Urban Arts Project Phase II, Approval requested
<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: (Thursday, March 14, 2019)</b>



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**1<sup>st</sup> Floor, Don Davis Room**  
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*Thursday, February 14, 2019 - 2:00 p.m.*

**MEETING MINUTES**

**Board Members Present:** B. Schilling, Chair; C. Harden, Secretary; C. Davisson; B. Durden, Esq.; Frederick Jones, and J. Loretta

**Board Members Not Present:** T. Lee, Vice Chair and J. Brent Allen, Esq.

**DIA Staff Present:** Guy Parola, Operations Manager, Jim Klement, Development Redevelopment Coordinator, Karen Underwood-Eiland, Executive Assistant

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

**Representing Office of City Council:** Greg Anderson, Council Member at-Large Group 4

**Representing Office of General Counsel:** Jason Teal, Esq.

**I. CALL TO ORDER**

**Meeting Convened: 2:03 p.m.**

Chairman Schilling called the meeting to order at 2:03p.m.; the members identified themselves for the record.

Chairman Schilling 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. APPROVAL OF THE JANUARY 10, 2018 DDRB MEETING MINUTES.**

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER HARDEN FOR APPROVAL OF THE JANUARY 10, 2019, DDRB MINUTES.**

**THE MOTION PASSED UNANIMOUSLY 6-0-0.**

**B. DDRB APPLICATION 2019-001 VYSTAR TOWER, SPECIAL SIGN EXCEPTION, 76 S. LAURA STREET: APPROVAL REQUESTED**

Jim Klement brought forth DDRB Application 2019-001 Vystar Tower and reported the applicant was seeking to locate two (2) new building identifications signs to facilitate a successful corporate transition; the building at 76 S. Laura Street will be rebranded with the building identification signage.

Brian Kitchens, senior vice President of Facilities and Securities for Vystar Credit Union and Nelson Robinette, Brown Enterprises were present to address any questions or concerns.

Ms. Laura Taylor, CEO and Creative Director of Brown Enterprises discussed the size of the sign.

Public Comment:

Nancy Powell commented that it may be helpful to review the sign standards, so that good direction can be given upfront to avoid revisions.

The Board Members provided comments.

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER JONES RECOMMENDING FINAL APPROVAL OF DDRB 2019-001 VYSTAR TOWER SIGNAGE SPECIAL SIGN EXCEPTION FOR TWO BUILDING IDENTIFICATION SIGNS, ONE (1) ON THE EAST ELEVATION AND ONE (1) ON THE WEST ELEVATION NOT TO EXCEED 1906 SQUARE FEET IN AREA FOR EACH SIGN.**

**THE MOTION PASSED UNANIMOUSLY 6-0-0.**

**C. ART IN PUBLIC PLACES, ART PROJECTS FOR DIA URBAN ARTS PROJECT PHASE II, REQUESTIG APPROVAL**

Christie Holechek, Art in Public Places Director, Cultural Council of Greater Jacksonville provided a presentation. Mason Martin, Project Manager was available to answer any questions.

The Board Members provided comments.

**A MOTION WAS MADE BY BOARD MEMBER HARDEN AND SECONDED BY BOARD MEMBER DURDEN APPROVING DIA URBAN ARTS PROJECT PHASE II, FOR: TRAFFIC CABINET, SCULPTURAL BIKE RACKS, AND ENVIRONMENTAL SCULPTURE.**

**THE MOTION PASSED UNANIMOUSLY 6-0-0.**

Jim Klement reported the first day of the TPC is being held on March 14<sup>th</sup>. He asked the Board Members if they were interested in rescheduling the March meeting to the following week or the last week of March.

**III. INFORMATION ITEMS**

NONE

**IV. OLD BUSINESS**

NONE

**V. NEW BUSINESS**

NONE

**VI. PUBLIC COMMENTS**

NONE

**VII. ADJOURNMENT**

There being no further business, Chairman Schilling adjourned the meeting at approximately 3:01 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).