



**Downtown Development Review Board (DDRB)
Meeting
Hybrid Virtual/In-Person Meeting
*Thursday, August 10, 2023 2:00 p.m.***

MEETING MINUTES

Board Members (BMs) Present: M. Brockelman (Chair); L. Ott (Vice Chair); G. Monahan (Secretary); C. Harden; and T. Lee

Board Members Excused: J. Berling; F. Jones; J. Loretta; and B. Schilling

DIA Staff Present: Susan Kelly, Redevelopment Coordinator; Guy Parola, Operations Manager; and Jovial Harper, Administrative Assistant

Office of General Counsel: Susan Grandin, Esq.

I. CALL TO ORDER

Board Chair Brockelman called the meeting to order at **2:20 p.m.** Mr. Brockelman explained that DDRB Application 2023-003, Daily's Mixed-Use Project, would be deferred and will be heard at a special meeting on August 24th. He also noted that Ordinance 2023-0431 would move up on the agenda and be heard first.

II. ACTION ITEMS

A. APPROVAL OF THE JULY 27, 2023 DDRB REGULAR MEETING MINUTES

Board Chair Brockelman opened the floor for comment. Seeing none, he called for a motion.

A MOTION WAS MADE BY BOARD MEMBER HARDEN TO APPROVE THE JULY 27, 2023 MEETING MINUTES, SECONDED BY BOARD MEMBER LEE.

THE MOTION PASSED 5-0.

B. ORDINANCE 2023-0431: CONVENTIONAL REZONING OF 243 RIVERSIDE AVENUE

Susan Kelly with the DIA provided a staff report for the rezoning and stated that staff recommends approval.

The applicant, Fred Atwill, explained the reason for the request and passed out a basic site plan (not subject to the rezoning request) that described future plans for the site. Board Member Harden confirmed with staff that the site plan was not subject to Board approval as part of the request for a rezoning.

With no public comment and no additional comments by the Board, the Chair asked for a motion on the item.

A MOTION WAS MADE BY BOARD MEMBER OTT TO APPROVE THE REQUEST FOR A REZONING FROM PUD TO CCB, SECONDED BY BOARD MEMBER LEE.

THE MOTION PASSED 5-0.

C. DDRB 2023-015: JTA O&M FACILITY, CONCEPTUAL REVIEW

Ms. Kelly gave the staff report (request for conceptual approval of JTA's new Operations and Maintenance facility as part of the U2C project) and stated that staff recommends approval of the request with seven (7) conditions.

Dave Campbell, with Balfour Beatty, provided the project introduction, and the project's architect, Eric Luttmann, gave most of the presentation. Mr. Luttmann stated that the applicant agreed to all of staff's conditions and has already made some changes as a result. The applicant's team presented new renderings illustrating ideas in response to staff's conditions.

Chairperson Brockelman asked if Board Members had any questions. Board Members had questions about the timeline of the pocket park, noted as "future" on the site plan. They also asked about modifications to the fencing around the site, and why this site was selected. The applicant explained that the pocket park would be a separate, future project due to funding. Additionally, the applicant stated that a white paper had been produced in order to evaluate various sites' feasibility for the U2C project. With regards to the future pocket park, Mr. Parola with the DIA stated that the construction of the park should dovetail with the completion of the facility and site work. Modifications to the perimeter fencing would include artistic screen panels that allow for both transparency and security.

Chairperson Brockelman asked for public comment.

Adrian Swanigan stated that the site should be placed back into service and designed for walkability. He also stated that any park or open space at this location should be activated so that unhoused persons do not camp on the site.

Ennis Davis stated that JTA has not spoken with the LaVilla Heritage Committee in about 9 months and that a lot has happened since then. He stated that he would like more time to review the newly proposed concept and that it would be worthwhile to zoom out from this specific site to see how the area functions within Downtown and LaVilla, and with the proposed Daily's to the north.

Seeing no additional comment, the Chair moved on to Board comment. Board Member Monahan expressed concern that the concept was not more thoroughly fleshed out. Board Member Ott said that the proposal was headed in the right direction but that the design seems to be in-flux. She was also unhappy with the use of a warehouse/repair facility at that location. Board Member Harden noted that being presented with brand new changes at the meeting was disorienting and that he

would be in favor of deferring the application. He also commented that, given the area’s history, the building should be architecturally interesting and wider sidewalks should be included. Board Member Lee commented that this location prompts a moment of interest and should be designed accordingly. He added that the proposal appeared to be headed in the right direction. Chairperson Brockelman also questioned this use at this location. Mr. Parola from the DIA stated that staff had no concerns about the use, but rather, the design was more of an issue.

Board Member Harden made a motion to defer the item; Board Member Monahan seconded the motion. The motion to defer failed with a 2-3 vote. While Board Members Ott, Lee and Brockelman opposed deferral, they felt that the application needs a workshop.

A motion was made by Board Member Lee to approve the request for conceptual approval with staff’s conditions. Mr. Parola asked for clarification as to what was being approved – the submittal in the agenda packet, or the revisions presented to the Board. The Chair asked Ms. Grandin with OGC if the Board was allowed to vote on an item that was not publicly disseminated. Ms. Grandin stated that the Board is allowed, but that it is generally not a good idea to do so. With that, the Chair deferred DDRB Application 2023-015.

III. OLD BUSINESS

None.

IV. NEW BUSINESS

A. DDRB Officer Elections

Per the DDRB by-laws, Chairperson Brockelman announced that the Nominating Committee met and produced the following slate of officers for the upcoming term: Board Member Ott continuing in the position of Vice Chair and Board Member Monahan continuing as Secretary. Officers will be voted on at the regularly scheduled September meeting.

V. PUBLIC COMMENTS

Adrian Swanigan briefly stated his appreciation for the Board’s decision to defer the JTA application.

VI. ADJOURNMENT

There being no further business, Chairperson Brockelman adjourned the meeting at approximately 3:36 p.m.

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 Susan Kelly at 904-255-5307 or ksusan@coj.net.