

**Downtown Development Review Board (DDRB)**

Downtown Investment Authority



**City Hall, 117 West Duval Street**  
**Conference Room C, 3rd Floor**

**Tuesday, November 3, 2015 – 2:00 PM**

<b>Members:</b>		<b>Ex-Officio and Staff Distribution:</b>	
<b>Rafael Caldera, Chairman</b>		Bill Joyce, PW Chief Engineering & Construction	
Frederick Jones, Vice-Chair		Terry Sandeen, PW, Traffic Operations Division	
Joseph P Loretta, Secretary		Council Member, Albert Ferraro, Jax. Waterways Comm	
Carol Worsham, Board Member		Jacob Gordon, DVI, Ex-Officio Member	
Roland Udenze, Board Member		Joel McEachin, Historic, Ex-Officio Member	
Craig Davisson, Board Member		Michael Sands, PW/Dev. Mgt., Ex-Officio Member	
Greg Bruce, Board Member			
Wiatt Bowers, Board Member			
<b>Ex-Officio and Staff Distribution:</b>		J. Keith Brown, JTA Representative	
Aundra Wallace, DIA CEO		Jim Bailey, DIA Representative	
Jim Klement, DDRB Development Coordinator		Jason Teal, Assistant General Counsel	
Guy Parola, DIA Redevelopment Mgr.		Public Information Office, James Croft	
Paul Crawford, OED Deputy Director		Karen Underwood, DDRB Executive Secretary	
<b>I.</b>	<b>CALL TO ORDER – Chairman</b>		
<b>II.</b>	<b>ACTION ITEMS – Chairman</b>		
	A. Approval of October 8, 2015 meeting minutes		
	B. DDRB 2015-010, 122 E. East Duval Street; Elena Flats; Parking Deviation: <b><i>Final Approval</i></b>		
	C. DDRB 2015-011, 605 N. Ocean Street; Parking, Height, Setback and Entrance Deviations: <b><i>Final Approval</i></b>		
	D. DDRB 2015-013, The Broadstone River House; Prudential Drive: <b><i>Conceptual Approval</i></b>		
	E. DDRB 2015-014, Houston Street Manor Residential Development; (Jefferson, Adams, and Houston Street) : <b><i>Conceptual Approval</i></b>		
<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</b>		
	Next Scheduled Meeting: TBD (Tentative December 10, 2015)		



*Tuesday, November 3, 2015- 2:00 p.m.*

**MEETING MINUTES**

**Board Members Present:** Chairman R. Caldera, F. Jones, J. Loretta, C. Worsham, and C. Davisson

**Board Members Not Present:** W. Bowers and R. Udenza

**DIA Board Members Present:** None

**DIA Staff Present:** Aundra Wallace, DIA CEO; Guy Parola, DIA Manager; Jim Klement, Staff Liaison; and Karen Underwood, Executive Secretary

**Representing Office of City Council:** Albert Ferraro

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

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

**I. CALL TO ORDER**

Chairman Caldera convened the meeting with a quorum present and called the meeting to order at approximately 2:00 p.m.

Chairman Caldera asked anyone wishing to speak on a particular project to complete a public speaker card and reminded Board members to disclose if they had 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 8, 2015 DDRB MEETING MINUTES**

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER WORSHAM APPROVING OCTOBER 8, 2015 DDRB MEETING MINUTES. THE MOTION PASSED UNANIMOUSLY 5-0.**

**A MOTION WAS MADE BY BOARD MEMBER WORSHAM AND SECONDED BY BOARD MEMBER JONES APPROVING SEPTEMBER 17, 2015 NOMINATION COMMITTEE MINUTES**

**B. DDRB 2015-010, 122 E. DUVAL STREET; ELENA FLATS; PARKING DEVIATION FINAL APPROVAL**

Mr. Klement reviewed the staff report dated November 3, 2015 for DDRB Application 2015 - 010 for final approval.

Bill Bishop provided a presentation.

**A MOTION WAS MADE BY BOARD MEMBER JONES AND SECONDED BY BOARD MEMBER LORETTA APPROVING DDRB 2015-010 FOR FINAL APPROVAL. THE MOTION PASSED UNANIMOUSLY 5-0.**

**C. DDRB 2015-011 605 N. OCEAN STREET; PARKING, HEIGHT, SETBACK AND ENTRANCE DEVIATIONS: FINAL APPROVAL**

Mr. Klement reviewed the staff report dated November 3, 2015 for DDRB Application 2015-011 for final approval.

Steve Diebenow provided a presentation.

**A MOTION WAS MADE BY BOARD MEMBER WORSHAM AND SECONDED BY BOARD MEMBER DAVISSON APPROVING DDRB 2015-011, FOR FINAL APPROVAL. THE MOTION PASSED UNANIMOUSLY 5-0**

**D. DDRB 2015-013, THE BROADSTONE RIVER HOUSE; PRUDENTIAL DRIVE CONCEPTUAL APPROVAL**

Mr. Klement reviewed the staff report dated November 3, 2015 for DDRB Application 2015-013 for conceptual approval.

Jason Sheppard, Dwell Design Studios provided a presentation.

**A MOTION WAS MADE BY BOARD MEMBER JONES AND SECONDED BY BOARD MEMBER LORETTA APPROVING DDRB 2015-013 FOR CONCEPTUAL APPROVAL THE MOTION PASSED UNANIMOUSLY 5-0**

**E. DDRB 2015-014 HOUSTON STREET MANOR RESIDENTIAL DEVELOPMENT; (JEFFERSON, ADAMS, AND HOUSTON STREET) CONCEPTUAL APPROVAL**

Mr. Klement reviewed the staff report dated November 3, 2015 for DDRB Application 2015-014.

James Johns, President of Solid Rock Engineer provided a presentation.

Board Member Loretta recommended having a 30 minute workshop after the applicants meet with Public Works department. Mr. Teal advised staff to advertise public meeting notice.

**A MOTION WAS MADE BY BOARD MEMBER WORSHAM AND SECONDED BY BOARD MEMBER JONES APPROVING DDRB 2015-014 FOR CONCEPTUAL APPROVAL WITH DATE TO BE DETERMINED FOR A WORKSHOP BEFORE THE FINAL APPROVAL. THE MOTION PASSED UNANIMOUSLY 5-0.**

**III. INFORMATION/DISCUSSION ITEMS**

None

**IV. OLD BUSINESS**

None

**V. NEW BUSINESS**

Chairman Caldera provided Ethics Training dates to the Board. He noted that Greg Bruce resigned from the Board and there are currently two vacant positions. Chairman Caldera proposed a workshop in December for the Design Guidelines criteria.

Board Member Worsham reported that she spoke with Ken Wilson regarding Two Doors Down Restaurant and directed him to contact Jim Klement and Jason Teal.

**VI. PUBLIC COMMENT**

None

**VII. ADJOURNMENT**

There being no further business, Chair Caldera adjourned the meeting at approximately 3:50 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, Downtown Investment Authority at (904) 630-3492 or by email at [karenu@coj.net](mailto:karenu@coj.net).