



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

**Thursday, December 13, 2018 – 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, Board Member	Council Member & JWW Chair, Lori Boyer, Dist.5
Craig Davisson, Board Member	Nathaniel Ford, JTA CEO
Frederick Jones, Board Member	Terry Durand-Stuebben, Chair, DVI
Joseph Loretta, Board Member	Tom Goldsbury, Building Official
Brenna Durden, 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.	Paula D. Wright, Chair, 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 October 18, 2018 DDRB Regular Meeting Minutes
	B. Modification of Forsyth Parking Garage, DDRB 2018-019 (DDRB 2018-006)
	C. DDRB 2018-018, Request Approval of Façade Improvements, 225 N. Laura Street Conceptual / Final Approval
	D. DDRB 2018-020 (Ord 2018-770 – Shipyards) Request for rezoning to CCBD
	E. DDRB 2016-014 JRTC- Approval of Pedestrian Bridge per DDRB Condition of Approval
<b>III.</b>	<b>INFORMATION/DISCUSSION ITEMS Chairman</b>

December 13, 2018

Downtown Development Review Board Meeting

<b>IV.</b>	<b>OLD BUSINESS – Chairman</b>
<b>V.</b>	<b>NEW BUSINESS – Chairman</b>
	<b>A.</b> Discussion of meeting dates, proposed 2 <sup>nd</sup> Thursday of Month
	<b>B.</b> Workshop Discussion – Vystar Building, proposed modification to Parking Structure
	<b>C.</b> Workshop Discussion – 530 Union Street, proposed development
<b>VI.</b>	<b>PUBLIC COMMENTS – Chairman</b>
<b>VII.</b>	<b>ADJOURNMENT – Chairman Next Scheduled Meeting: TBD (Tentative January 17, 2019)</b>



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*Thursday, December 13, 2018 - 2:00 p.m.*

### **MEETING MINUTES**

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

**Board Members Not Present:** F. Jones and T. Lee

**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:** Council Member Anderson

**Representing Office of General Counsel:** Paige Johnston, Esq.

#### **I. CALL TO ORDER**

**Meeting Convened: 2:00 p.m.**

Chairman Schilling called the meeting to order at 2:07p.m.; the members identified themselves for the record.

Chairman Schilling introduced two (2) new members Brenna Durden and Brent Allen.

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 OCTOBER 18, 2018 DDRB MEETING MINUTES.**

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER ALLEN FOR APPROVAL OF THE OCTOBER 18, 2018, DDRB MINUTES.**

**THE MOTION PASSED UNANIMOUSLY 5-0-0.**

Board Member Harden entered the proceedings at 2:15 p.m.

Chairman Schilling moved to agenda item (DDRB 2018-770 Shipyards request for rezoning to CCBD) on the agenda due to a conflict schedule.

**B. DDRB 2018-020, Ordinance 2018-770 - Shipyards Request for rezoning to CCBD**

Paige Johnston explained the DDRB's role as to review the application and make a recommendation. This item will go to the Land Use and Zoning Committee and then to the full Council for final consideration.

Jim Klement provided a brief summary.

William Killingsworth, Director of Planning and Development and Folks Huxford, Chief of Current Planning provided an overview of the staff report.

Chairman Schilling opened and closed the floor for public comments.

The Board Members discussed the Ordinance.

Paige Johnston reported that Quasi-Judicial matters need to have a disclosure of Ex-Parte.

Chairman Schilling reported ex-parte communication with Folks Huxford prior the meeting about the application.

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER HARDEN APPROVING DDRB APPLICATION NUMBER 2018-020, ORDINANCE 2018-770 – SHIPYARDS REQUEST FOR REZONING TO CCBD.**

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

Folks Huxford reported that the application will go to the LUZ Committee during the first week of January 2019.

Board Member Durden requested staff to keep the Board informed of any redevelopment agreements.

**C. DDRB 2018-019 (DDRB 2018-006) MODIFICATION OF THE FORSYTH PARKING GARAGE**

Jim Klement provided a brief summary. This project was approved for final approval in May 2018.

Tom Hurst, Dasher Hurst Architects Principal provided a presentation.

The Board Members discussed and shared concerns relating to the modification.

Chairman Schilling opened the floor for public comments.

Amy Ingles, Bicycle/Pedestrian Coordinator commented about bicycle parking requirements.

Chairman Schilling closed the floor for public comments.

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER HARDEN APPROVING DDRB 2018-019 (ORGINALLY DDRB 2018-006) MODIFICATION OF FORSYTH PARKING GARAGE.**

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

**D. DDRB 2018-018 REQUEST FOR APPROVAL OF FAÇADE IMPROVEMENTS, 225 N. LAURA STREET – CONCEPTUAL/FINAL APPROVAL**

Jim Klement provided a brief overview of the project.

Mary Tappouni, Applicant provided a presentation. Mr. Fred Podris, Architect was available to discuss the design. Mr. Podris asked to delay discussion of the roof-top units.

Chairman Schilling opened and closed the floor for public comments.

The Board discussed development rights, 10-set review, use of the pedestrian pathway, Magnificat café's billboard, unsightly use of items on the balconies, outdoor dining area, expanding the width of sidewalk, security grill material, and opening up the outdoor space dimension.

Chairman Schilling addressed concerns about placing limitations on the use of the balconies, use of sidewalk and acquiring a walking path along front of the building.

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER HARDEN RECOMMENDING CONCEPTUAL/FINAL APPROVAL OF DDRB 2018-018 REQUEST FOR CONCEPTUAL APPROVAL FOR FAÇADE IMPROVEMENTS, 225 N. LAURA STREET**

Board Member Durden suggested adding a friendly amendment that the balconies be used for seating and tables only.

Chairman Schilling asked if there was an enforcement mechanism in place that could deal with the issue. Jim Klement responded when they pull their permits, it would be subject to the approval the board sends forth.

Chairman Schilling asked if the motion can be amended such that the applicant can work with staff on a list of prohibited uses until reviewed and approved.

Paige Johnston mentioned that Board Member Durden’s motion needed a second.

Board Member Davisson stated that he would not support the motion with the condition.

Board Member Harden rescinded his second.

Chairman Schilling addressed concerns that the board has never regulated what would be on a patio. He supports the original motion without the amendment.

The project was moved forward without adding conditions.

Board Member Loretta rescinded his modification and called the question on the original motion.

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

Mary Tappouni will share the Boards concerns with Mr. Chamblin regarding the balcony.

**E. DDRB 2018-014, JRTC – APPROVAL OF PEDESTRIAN BRIDGE**

Jim Klement provided a brief summary to the board regarding DDRB 2018-014 located in the LaVilla District.

Brad Rhodes, Project Architect/Project Manager with Ponds Michael Baker provided a presentation.

The Board Members discussed the matter.

Jim Klement noted under the recommendation includes reference to these design guidelines.

**A MOTION WAS MADE BY BOARD MEMBER HARDEN AND SECONDED BY BOARD MEMBER DAVISSON RECOMMENDING APPROVAL OF DDRB 2018-014, JRTC - APPROVAL OF PEDESTRIAN BRIDGE.**

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

**III. INFORMATION ITEMS**

NONE

**IV. OLD BUSINESS**

NONE

**V. NEW BUSINESS**

**A. DISCUSSION OF MEETING DATES PROPOSED FOR THE SECOND THURSDAY OF EACH MONTH**

The Members stated that the second Wednesday of the month worked best for their schedules.

**B. WORKSHOP DISCUSSION – VYSTAR BUILDING PROPOSED MODIFICATION TO PARKING STRUCTURE**

Jim Klement provided a brief summary. The Parador parking garage previous owners received approval with a condition for retail. Vystar would like to discuss a potential modification of the 2012 Hogan Street retail requirements included in DDRB Conceptual Approval Order 2012-006. These requirements address the construction of bricks and mortar retail on the Hogan Street plaza adjacent to the garage once tenant occupancy in the VyStar Tower reaches sixty-five percent. The owners plan to come back in January to request removal that specific condition.

Chris Tanner, Wire Woods LLC, Attorney and Lance Davies, Vystar Credit Union Senior Legal Counsel were present to discuss this modification.

Chairman Schilling mentioned that Baptist Garage had a very similar request.

The Board provided comments:

- Requested to see what the proposal would be in order to obtain the waiver.
- Requested to see a replacement condition.
- Show some due-diligence for additional shade structures, permanent or temporary when coming back before the board.
- Requested to see retail on the bottom floor of the parking garages.
- The board required that the Forsyth Parking Garage demonstrate that in the future it could accommodate retail.

Council Member Anderson recalled having very detailed discussions about the Parador Garage in 2012. One condition that he found appealing was the fact that the design itself was constructed in such a way to add retail at some point.

Chairman Schilling stated all of the comments were great suggestions. He suggested that the applicant will come back before the DDRB for conceptual with some sort of phased type condition until there is such a market for retail.

Board Member Davisson exited the proceedings due to another commitment.

**C. WORKSHOP DISCUSSION– 530 UNION STREET, PROPOSED DEVELOPMENT**

Board Member Loretta introduced his project for initial input. He provided a handout to the members.

Jim Klement stated that staff will weigh the pedestrian engagement as a priority in our designs.

**VI. PUBLIC COMMENTS**

NONE

**VII. ADJOURNMENT**

There being no further business, Chairman Schilling adjourned the meeting at approximately 5:50 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-Eiland, Downtown Investment Authority at (904) 630-3492 or by email at [karenu@coj.net](mailto:karenu@coj.net).