



**RENEW ARLINGTON CRA ADVISORY BOARD  
HYBRID VIRTUAL & IN-PERSON MEETING  
CITY HALL, 117 WEST DUVAL STREET  
THIRD FLOOR, CONFERENCE ROOM 3C  
WEDNESDAY, May 26, 2021 – 3:30 p.m.**

**MEETING MINUTES**

**Location:** The RA/CRA Advisory Board meeting was held as a hybrid virtual and in-person meeting. The RA/CRA Advisory Board Members met in person at City Hall, 117 West Duval Street, 3<sup>rd</sup> Floor, Conference Room 3C.

**RA/CRA Advisory Board Members Present:** Advisory Board Chair Matt Tuohy, Stephen Matchett, Raj Adhikari, Randy Goodwin, Dee Dee Harper, Danyuell Newkirk, Bandele Onasayna, and Monty Selim.

**Staff Present:** Kirk Wendland, OED Executive Director; Karen Nasrallah, Redevelopment Manager; Brian Wheeler; OED Staff and Michelle Stephens, Recording Secretary

**Representing the Office of General Counsel:** Susan Grandin

**Representing City Council:** Councilwoman J. Morgan

**Others Present:** Nikki Evans, Exec Council Assistant; Chet Aikens, Exec Council Assistant; Alex Sifakis, JWB;

**Zoom Participants:** Kaysie Cox, Planning Dept.; Brian Cassidy, CPH Engineers, Civil Engineer; Stacey Ranucci, CPH Engineers, Project Coordinator; all representing the McDonald's Project on Merrill Road; Matt Enering, Rowe Architects; Stephen Williams, Rowe Architects; Richard Reese, WGI all representing the Charter School on University Blvd.

**I. CALL TO ORDER**

A quorum was confirmed and Renew Arlington CRA Advisory Board Chair M. Tuohy called the Renew Arlington CRA (RA/CRA) Advisory Board meeting to order at approximately 3:33 p.m.

**II. ACTION ITEMS**

**APPROVAL OF THE APRIL 14, 2021 RENEW ARLINGTON COMMUNITY REDEVELOPMENT AREA (RA/CRA) ADVISORY BOARD MEETING MINUTES**

***A MOTION WAS MADE AND SECONDED APPROVING THE APRIL 14, 2021 RENEW ARLINGTON CRA ADVISORY BOARD MEETING MINUTES. THE MOTION PASSED UNANIMOUSLY 8-0.***

### **CONSIDERATION OF THE FY 20/21 AMENDED AND RESTATED BUDGET**

Mr. Kirk Wendland provided an overview of the FY 20/21 Amended and Restated Budget for the Arlington CRA Trust Fund.

Mr. Wendland advised that the RA CRA FY 20/21 started with an approved budget of \$1,452,266 in Unallocated Plan Authorized Expenditures noting that \$150,000 was allocated to cover Phase I of the Arlington Road Striping Project from University Blvd. to Cesery Road leaving a balance of \$1,302,266.

Mr. Wendland noted that they are proposing to have a CRA Agency Board meeting sometime in June. Staff is making a recommendation to allocate \$1,302,266 to the Mandatory Compliance Grant Program (MCGP). He added that with the approval of the American Plumbing project and presumably the approval today of the College Park MCGP applications, would leave a balance of \$1,677,335 in the MCGP.

Chair Tuohy opened the floor for public comments. There were no comments from the public.

***A MOTION WAS MADE AND SECONDED APPROVING THE ALLOCATION AND TRANSFER WITHIN THE RENEW ARLINGTON CRA FY 2020/2021 BUDGET OF \$1,302,266 FROM UNALLOCATED PLAN AUTHORIZED EXPENDITURES TO PLAN AUTHORIZED EXPENDITURES TO BE USED FOR THE RENEW ARLINGTON MANDATORY COMPLIANCE GRANT PROGRAM; ADOPTING A FY 2020/2021 AMENDED AND RESTATED BUDGET; DIRECTING THAT INVESTMENT POOL EARNINGS BE ALLOCATED TO THE MANDATORY COMPLIANCE GRANT PROGRAM. THE MOTION PASSED UNANIMOUSLY 8-0.***

### **CONSIDERATION OF THE COLLEGE PARK MCGP APPLICATIONS**

Mr. B. Wheeler provided a PowerPoint presentation for the College Park Mandatory Compliance Grant Program applications for 903 University Blvd. N that includes three separate applications for signage, fencing and landscaping/landscape buffers. The site consists of approximately 18 acres. The proposed project will consist of a phased mix-use development. The project will bring the site into compliance with the current City of Jacksonville Code of Ordinances with improvements to landscaping, fencing and signage.

- Signage: Demo and conversion to monument design per code (s)
- Fence: Demo and replacement with opaque style per code and conversion to coated chain link per code (s)
- Landscape: Demo and conversion of parking lot to meet code (s)
- Soft Cost: Professional and permit expense to accomplish retrofit
- No CRA funding in outparcels, container park, apartments or building renovations

- No CRA funding with FDOT infrastructure

**MCGP Signage Application:** Removal of an existing pole sign that does not meet the Renew Arlington overlay requirements with a new development monument sign facing the Arlington Expressway.

**Signage**

Installation of Replacement Signs	\$205,800
Opinion of Construction Costs	\$31,040
<b>Total Cost</b>	<b>\$236,840</b>

**Fencing**

Demo Existing Fence	\$1,930
Elastomeric Paint/Chalk Link	\$2,010
Opaque Fence	10,560
<b>Total Cost</b>	<b>\$14,500</b>

**Landscaping/Landscape Buffers**

General Conditions	\$2,373
Removal of Asphalt	\$83,250
Replacement of Asphalt	\$289,080
Storm Drainage	\$96,516
Landscaping	\$365,810
Schematic Design/Site Plan/SC	\$25,840
Construction Documents/SC	\$110,140
Contingency 10%	\$83,703
<b>Total Cost</b>	<b>\$1,056,712</b>

**Total MCGP Grant for College Park                    \$1,308,052**

Mr. Wendland noted that the RA CRA Advisory Board reviewed the Fencing and Landscaping applications at a previous meeting, but deferred approval pending the signage application to approve all three as one package. The recommendation from staff today is to approve the three MCGP applications for signage, fencing and landscaping/landscape buffers.

Chair Tuohy opened the floor for public comments. There were no comments from the public.

***A MOTION WAS MADE AND SECONDED APPROVING THE COLLEGE PARK RA CRA MANDATORY COMPLIANCE GRANT PROGRAM APPLICATIONS FOR SIGNAGE, FENCING AND LANDSCAPING/LANDSCAPE BUFFERS, AND ALLOCATING \$1,308,052 FROM THE RA CRA MANDATORY COMPLIANCE GRANT BUDGET TO FUND THE PROJECT. THE MOTION PASSED UNANIMOUSLY 8-0.***

### **CONSIDERATION OF AD-21-19**

Mr. B. Wheeler provided a PowerPoint presentation for Administrative Deviation Application # AD-21-19 (formerly AD-18-28) located at 7245 Merrill Road.

Mr. B. Wheeler reviewed the applicant's plan modifications:

- Adjust drive isle width to reduce AD
- Reduce Parallel Parking width to reduce AD
- Adjust Parking count and location to allow tree islands/reduce AD
- Adjust the SMF to allow connectivity and improve vehicle queue length
- Remove/replace visible chain link fence
- Demo pole sign, provide monument style
- Revised Architectural Character
- Offset SMF to allow rear buffer for residential adjacency

Mr. B. Wheeler commented that the applicant has made a lot of effort to improve the site plan adding that the requested Administrative Deviations are in compliance with the Zoning Code.

Mr. B. Wheeler noted that the adjacent property's buffer width is wide enough to meet the width requirement for both properties and the request to reduce any of the McDonald's buffers will not be in conflict with the intent of the Code. The request to reduce the landscape buffer along the western and eastern property lines is unique to this parcel and is being requested to improve traffic circulation and drive-through traffic.

Mr. B. Wheeler advised that current code requires that a new building incorporate a dumpster within the building itself. Due to the parcel's narrow width, being located at the rear of the building would not allow for the dumpster to be serviced by the trucks. In this case, they would lose the ability to have this cross connection, which is a requirement of our standard. In the proposed location at the rear of the property, the truck can proceed directly to the area then reverse and exit on the cross access drive aisle immediately adjacent to the dumpster. In this case, they would lose the ability to have this cross connection, which is a requirement of our standard.

In summary, the proposed requested deviations, combined with the building renovations that are being proposed, will improve the physical appearance of the property as well as increase the safety of the public visiting the McDonald's by vehicle and on foot by improving traffic circulation. Brian Cassidy with, CPH Engineers, Civil Engineer for the project was present via Zoom to answer any questions anyone may have.

Advisory Board Member Matchett asked where the nearest residential area was along the northern boundary. Mr. B. Wheeler replied that per code there is a minimum of 35 feet separation from the residential lot line to the back of the dumpster.

Advisory Board Member Selim asked what happens to the driveway at the entrance. Mr. B. Wheeler replied that the driveway would be closed adding that it is not problematic from a traffic perspective to have both cross traffic and the main entrance coming in. In order to meet the landscape requirement, it has to be within 30 feet of the right of way. It was decided to close that one since we are keeping the other. There is no requirement for multiple entrances.

Advisory Board Member Selim asked if there was an agreement between McDonald's and the neighbors to close two driveways. Mr. B. Wheeler responded that he does not know if there was a cross access easement. He did not see anything in their survey documents. He did request easement agreements for this so we could be assured that they could use as a permanent easement for the connection.

Mr. B. Wheeler replied that he thinks the other two just got built that way noting that the adjoining property parking encroaches into their property about 18 inches.

Advisory Board Member Selim stated that someone coming from Townsend on the west and might want to avoid the light and go to the neighboring commercial, they go through the parking lot and add more traffic to McDonald's and then exit all the way at the corner.

Mr. B. Wheeler replied that they can exit here or come around here and exit or they can go around and go back out this way as shown on the illustration. You can get in from Providence Street and go through the Drive-through, if that is what you want to do and go back that way, or exit any of these as pointed out on the illustration.

Advisory Board Member Selim commented that he thinks people that are coming from the neighborhood want to go to McDonald's or to the commercial property. They used to take the cut through to avoid going through the Townsend light at Merrill and making a left turn to come in and now you cut those off and added to the traffic on the McDonald's side. Mr. B. Wheeler agreed adding that there was more traffic entering here because it would queue up at the light and start going into the adjacent business and then coming back over here to get into the McDonald's parking lot. It was more of a way to get in from Merrill, it is an alternative driveway.

Advisory Board Member Newkirk commented that she frequents the business next door to the McDonald's. Sometimes it causes a little bit of congestion if you are at that business and you want to go to McDonald's when the traffic from the drive-through is backed up. It may detour people from trying to cut through McDonald's and cut down on the traffic in McDonald's parking lot.

Chair Tuohy opened the floor for public comments. There were no comments from the public.

***A MOTION WAS MADE AND SECONDED RECOMMENDING APPROVAL OF ADMINISTRATIVE DEVIATION REQUEST 3 AD-21-19 LOCATED AT 2745 MERRILL ROAD. THE MOTION PASSED UNANIMOUSLY 8-0.***

### **III. GENERAL INFORMATION**

There was no General Information.

### **IV. NEW BUSINESS**

Mr. Brian Wheeler provided a presentation and brief overview of a RA CRA Mandatory Compliance Grant Program Application for a charter school located at 2354 University Blvd. N. He noted that the project may come before the RA CRA Advisory Board at their next meeting. The project is currently going through a site plan review in accordance with an interlocal agreement with the school board.

Advisory Board Member Newkirk commented that the charter school has several different locations.

### **V. OLD BUSINESS**

Advisory Board Member Matchett talked about a billboard on the American Plumbing property. Ms. Nasrallah reported that they did have a contract and the owner has agreed to remove the structure at their expense, therefore, there is no longer a requirement to budget \$3,000 on a signage application. The application that was submitted has now been eliminated.

Ms. Nasrallah provided an update to the list of MCGP projects in the pipeline.

Advisory Board Member Goodwin mentioned that he heard the Burger King on Merrill Road was going to be torn down in the next few weeks and wondered if anyone else had heard the news.

Ms. Nasrallah replied that she was not aware of the project and that they would need to pull a demolition permit adding that she would check to see if any permits have been pulled related to demolition.

### **VI. PUBLIC COMMENTS**

There were no Public Comments.

### **VII. ADJOURNMENT**

There being no further business, Chair M. Tuohy adjourned the RA/CRA Advisory Board Meeting at approximately 4:25 p.m.

The next scheduled RA/CRA Advisory Board Meeting will be held on Wednesday, July 14, 2021 at 3:30 p.m.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, an audio file of the meeting is available in its entirety and is available upon request. Please contact Karen Nasrallah at (904) 255-5449, or by email at [karenn@coj.net](mailto:karenn@coj.net).