



**TO:** Historic Advisory Board  
**FROM:** Alexandra Cramer, Planner/Project Manager  
**DATE:** August 5, 2024  
**SUBJECT:** Staff Report

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**STAFF REPORT**

**1. Training:**

- a. Additional Trainings for HAB?

**2. Discuss Work Plan**

- a. The HAB has volunteered for assignments within the Work Plan.
- b. Funding opportunities for property owners to make historic façade improvements
- c. Additional items the HAB would like to modify/add

**3. Discuss the Chapter 6 Design Standards and Guidelines**

- a. The revisions and comments from the HAB were implemented into the design standards and guidelines.
- b. Staff forwarded the document over to the Town's legal counsel for review.
- c. Staff and some members of the HAB visited the City of Brighton on November 30<sup>th</sup> to gain insight into their historic district and design standards and guidelines.
- d. Staff has created a survey for distribution to the property owners within the proposed historic district to gain insight into their perspectives on elements to regulate within the design standards and guidelines.
- e. Staff and HAB members have distributed the surveys and they are due back by April 5<sup>th</sup>. We will have a workshop at the beginning of May's meeting to discuss the results and next steps.
- f. Staff presented survey results to HAB at their May 13<sup>th</sup> meeting.

**4. Oral History Collection**

- a. The HAB's oral history collection is underway. Contact Bob if you have individuals interested in being interviewed.
- b. Staff and Town interns are working on categorizing and editing the Lucy Hoffines' oral history interviews.

**5. Historic Advisory Board Website**

- a. Staff met with Munibit to discuss the website design and timeline for its creation.
- b. Staff met with Munibit on Friday, May 10<sup>th</sup> to go over the beta website.
- c. The website is live – [www.historicelizabethco.org](http://www.historicelizabethco.org)
- d. Staff is waiting to add a few more oral histories onto the website before promoting the website to the public.



**6. Local Historical Register**

- a. The title searches for the eight (8) properties on the local historical register and the seven (7) historic properties have been received from Elbert County Abstract.

**7. Local Historical Register Plaques**

- a. Confirmation has been received from all eight (8) properties on the local historic register to move forward with getting a plaque made for their property.
- b. The plaques have been received.
- c. Staff has put together an plaque installation agreement for the property owners to agree to.
- d. Staff has received signed plaque agreements from all commercial properties, but are still waiting on two residential properties.
- e. Staff is going to move forward with installing the plaques onto the 6 properties we have signed plaque agreements for.
- f. Installation is set to begin starting mid-August.

**8. Façade Grant Program**

- a. The Façade Grant Program Committee was able to award all 3 applications their requested grant funding for this round.
- b. Next application round for the Façade Grant Program Committee will be from January 1<sup>st</sup> – January 30<sup>th</sup>, 2025.

**9. Historic Walk and Talk**

- a. This year's Walk and Talk event is scheduled for September 28<sup>th</sup>.
- b. The mugs and t-shirts to commemorate the event have been received.
- c. The event will be held at the Gesin Lot and catered by the American Legion.
- d. This year's tour will feature a railroad theme.
- e. Staff and some members from the HAB recently met with Jeff Lehman and Joe Martell to discuss this year's tour.
- f. Staff is updating the tour notes that feature new information regarding the Denver & New Orleans Railroad's relation to the Town of Elizabeth.

**10. Friday Night Markets**

- a. There will be an advisory board booth for anyone available to attend on July 5<sup>th</sup>, July 26<sup>th</sup> and **August 16<sup>th</sup>**.
- b. Please let staff know by Monday, August 12<sup>th</sup> if you plan on attending.

**11. HAB & BOT Joint Workshops**

- a. Tentative Workshop Schedule:
  - i. ~~COMPLETED 02/13/2024 – 5:00pm~~
  - ii. ~~COMPLETED 04/23/2024 – 6:00-6:30pm~~
  - iii. ~~COMPLETED 07/23/2024 – 6:00-6:30pm~~
  - iv. 09/24/2024 – 6:00-7:00pm