



TO: Historic Advisory Board
FROM: Alexandra Cramer, Planner/Project Manager
DATE: July 1, 2024
SUBJECT: Staff Report

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 30th 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 5th. 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 13th meeting.

4. Oral History Collection

- a. The HAB's oral history collection is underway. Contact Bob if you have individuals interested in being interviewed.

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 10th to go over the beta website.
- c. Staff is working on going live with the website.

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.

8. Façade Grant Program

- a. The Town has launched the Façade Grant Program and will start accepting applications from 6/1/24 to 6/30/24.
- b. The HAB reviewed applications and gave comments to applicants at their 6/3/24 meeting.
- c. The Façade Grant Program Committee is meeting on 7/2/24 to discuss the applications.

9. Historic Walk and Talk

- a. This year's Walk and Talk event is scheduled for September 28th.
- 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.

10. Friday Night Markets

- a. There will be an advisory board booth for anyone available to attend on July 5th, July 26th and August 16th.

11. 2025 Budget

- a. HAB will bring budget requests to the BOT at their 7/23/24 workshop.

12. 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. **07/23/2024 – 6:00-6:30pm**
 - iv. 09/24/2024 – 6:00-7:00pm