



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY AGENDA

Monday, November 08, 2021
6:30 PM

Council Assembly Room
70 S. Clayton St, GA 30046

Call to Order

Approval of Agenda

Downtown Development Business

- [1.](#) Approval of November 2021 Treasurer's Report
- [2.](#) Review of Last Year's Budget
- [3.](#) Downtown Development Authority Officer Elections
- [4.](#) Façade Grant Discussion

Mainstreet Business

Other Business

Citizen Comments

Executive Session - Real Estate

Final Adjournment



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: Approval of November 2021 Treasurer's Report

Department: Downtown Development Authority

Date of Meeting: Monday, November 8, 2021

Fiscal Impact: none

Presented By: Katrina Fellows

Action Requested: Approval

Summary: Approval of November 2021 Treasurer's Report



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: Review of Last Year's Budget

Department: Downtown Development Authority

Date of Meeting: Monday, November 8, 2021

Fiscal Impact: none

Presented By: Katrina Fellows

Action Requested: Discussion

Summary: Review of Last Year's Budget



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: Downtown Development Authority Officer Elections

Department: Downtown Development Authority

Date of Meeting: Monday, November 8, 2021

Fiscal Impact: \$0

Presented By: Chairman Lee Merritt

Action Requested: Vote for Downtown Development Authority Officers

Summary: DDA Officer Elections for 2022



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: Façade Grant Discussion

Department: Downtown Development Authority

Date of Meeting: Monday, November 8, 2021

Fiscal Impact: \$0

Presented By: Chairman Lee Merritt

Action Requested: Approval of Façade Grant

Summary: Façade Grant Discussion

Attachments: Façade Grant Reimbursement Program Application



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Downtown Development Authority

4.

FAÇADE GRANT REIMBURSEMENT PROGRAM

Work may **NOT** begin prior to Executive director review of Application

Eligibility

- Project must be located within the downtown overlay.
- Reimbursement is only for expenses incurred during renovations performed on the exterior façade.
- The project must comply with the downtown overlay Regulations; available on the City website: www.lawrencevillega.org
- The project must also comply with the rehabilitation Standards established by the City's Downtown Development Regulations & Ordinances.
- If property is part of the National Historic Register, Building Inspection Department will not issue a permit allowing change without Preservation review.
- Only one grant per building storefront, unless availability of funds allows more.
- Reimbursement is for one-third (up to \$1,000) of total project cost and you must spend a minimum of \$1,500.
- This grant request is subject to denial if procedure is not followed.
- Grant is void if approved work is not completed within twelve months of approval by the Authority.

The Process

- Discuss project with the Downtown Development Executive director and then complete the application. Work may **NOT** begin prior to Executive director review of the application.
- Facade design must be submitted to Downtown Development Authority Executive director and receive Administration Approval before construction. Submit a digital before photo to the Downtown Development Authority Executive director with application.
- Executive director will review the application and make a recommendation to the Authority. The recommendation is then sent to the Authority Board for Approval.
- The project must be completed according to the design submitted, including materials, colors, awnings, etc. and in accordance with the Building Permit and the COA received before demolition, repair or construction.
- All expenditures must be documented. Upon project completion, submit invoices and cancelled checks along with the final expense total, a copy of the Building Permit and a digital after photo.
- Once the approved project has been completed in compliance with the requirements, reimbursement will be made for the approved amount.

Application for Reimbursement (Please print legibly)

Work may **NOT** begin prior to executive director review of the application

Applicant _____ Phone _____

Property Address _____ Email _____

Brief description of project _____

Contractor _____ Architect _____

Estimated Project Start Date ____/____/____

Estimated Project End Date ____/____/____

Estimated Total Project Cost \$ _____

Reimbursement Funds Requested \$ _____

By executing this application, I agree to be bound by the rules, regulations, resolutions, and conditions imposed by the Downtown Development Authority and I further understand that any variance in the project submitted will cause my application to be rejected without consideration for reimbursement.

Signature _____

Date _____

CHECKLIST

- ___ Application
- ___ Digital Before Photo
- ___ Final Cost
- ___ Paid Receipts
- ___ Digital After Photo
- ___ Building Permit