



# City of Helen

## Planning, Design and Review Board

P. O. Box 280

Helen, GA 30545



*The City of Helen is an equal  
opportunity provider and employer*

MARCH 17, 2020  
PLANNING AND DESIGN REVIEW BOARD  
MINUTES OF MEETING page 1

*706-878-2733—main*

*706-878-1655—fax*

The Planning and Design Review Board met on Tuesday, March 17, 2020 at Helen City Hall with Chairperson Helen Wilkins calling the meeting to order at 9:00am. Board members present were Linda McAllister, David Greear, and Dona K. Burke.

***Building & Zoning:***

***Darrell Westmoreland***

Approval of agenda; Motion to approve the agenda made by member Dona K. Burke, 2nd by member David Greear. Motion approved by unanimous vote of members present.

***Chairman:***

***Helen Wilkins***

Motion to approve the minutes from the February 19, 2019 meeting made by member Dona K. Burke, 2nd by member Helen Wilkins. Motion approved by unanimous vote of members present.

### SIGNS

***Board Members:***

***David Greear***

***Linda McAllister***

***Ralph Hofer***

***Charlie Knowles***

***Chris Williams***

***Dona K. Burke***

- A.** Everybody's Ice Cream, Nicole Rasmussen. Requested approval for 1 hanging sign and 1 sign mounted in the existing location. Motion to approve was made by member David Greear, 2nd by member Linda McAllister. Motion approved by unanimous vote of all members present.
- B.** Dottie's Kitchen, Trent Jackson. Requested (1) roadside sign and (2) signs mounted in the prior sign location. Motion to approve the roadside sign and one sign located on the building and then to deny the addition sign due to the number of signs but recommends a variance for a third sign was made by member Linda McAllister. 2<sup>ND</sup> by member Dona K. Burke. Motion approved by unanimous vote of all members present.



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### SPECIAL EVENTS

#### Building & Zoning:

Darrell Westmoreland

A. Kirtan Festival, Stefanie Schumaker. Requested a special event permit for their 10<sup>th</sup> annual India festival at Riverside Park. Motion was made to issue permit by member Linda McAllister, 2<sup>nd</sup> by member David Greear. Motion approved by unanimous vote of members present.

#### Chairman:

Helen Wilkins

Chief Stephens addressed the PDRB with a request to cancel all special events for 30 days due to the Covid -19 and on the recommendation of the CDC. Motion was made to cancel all events for 30 days and then review the situation at that time for further action. 2<sup>nd</sup> by member Linda McAllister. Motion approved by unanimous vote of members present. *SEE CORRECTION*

#### Board Members:

David Greear

Linda McAllister

Ralph Hofer

Charlie Knowles

Chris Williams

Donna K Burke

Motion to adjourn at 09:28 am made by member Dona K. Burke, 2<sup>nd</sup> by member David Greear. Motion approved by unanimous vote of members present.

#### APPROVED BY:

Helen Wilkins      June 16, 2020  
CHAIRPERSON    Helen Wilkins      DATE

#### PREPARED BY:

Darrell Westmoreland      6/16/20  
BUILDING AND ZONING ADMINISTRATOR  
Darrell Westmoreland



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#### **Board Members:**

**David Greear**

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**Linda McAllister**

**Ralph Hofer**

**Charlie Knowles**

**Chris Williams**

#### APPROVED BY:

**Donna K Burke**

\_\_\_\_\_  
CHAIRPERSON Helen Wilkins DATE

#### PREPARED BY:

\_\_\_\_\_  
BUILDING AND ZONING ADMINISTRATOR  
Darrell Westmoreland