



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*

TUESDAY, FEBRUARY 19, 2019
PLANNING AND DESIGN REVIEW BOARD

706-878-2733—main

706-878-1655—fax

AGENDA

1. CALL MEETING TO ORDER

Building & Zoning:

Darrell Westmoreland

Chairman:

Helen Wilkins

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES FROM FEBRUARY 5, 2019 MEETING

4. SIGNS

A. Fast Food, Funnel Cakes & Fries. Kathy Lemoine. Requests (2) small signs to replace the existing signs. One in the alleyway at the door and the other in front of building.

Board Members:

David Greear

Linda McAllister

Ralph Hofer

Charlie Knowles

Catherine Cleiman

Chris Williams

B. Honey On The Hill, Mary Ann Fisher. Requests a mural to cover the existing mural. The mural presented will cover the two sign limit. She Also request permission for a Grand Opening Banner.

5. SPECIAL EVENTS

A. Gran Fondo Bike Race, White County Chamber of Commerce. Requests a special event permit for the annual bike race. Date: April 28, 2019, Saturday. Place: City Park on Edelweiss Strasse.

6. NO PLAN REVIEWS



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FEBRUARY 5, 2019
PLANNING AND DESIGN REVIEW BOARD
MINUTES OF MEETING
Page 1

The Planning and Design Review Board met on Tuesday, February 5, 2019 at Helen City Hall with Chairperson Helen Wilkins calling the meeting to order at 9:00am. Board members present were Ralph Hofer, Chris Williams and David Greear.

Motion to approve agenda; Motion to approve the agenda made by member David Greear, 2nd by member Ralph Hofer. Motion approved by unanimous vote of members present.

Motion to approve the minutes from the December 18, 2018 meeting made by member Ralph Hofer, 2nd by member David Greear. Motion approved by unanimous vote of members present.

SIGNS

Georgia Mtn. Coaster, 8409 S. Main St., 2 - 4' x 6' single sided sign located on the north and south entrances. Motion to approve as designed made by member David Greear, 2nd by member Chris Williams. Motion approved by unanimous vote of members present.

PLAN SUBMITTALS

The Wildwood Shop, 52 River Street. Motion to approve the addition of a matching pavilion made by member Ralph Hofer, 2nd by member Chris Williams. Motion approved by unanimous vote of members present.



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FEBRUARY 5, 2109
PLANNING AND DESIGN REVIEW BOARD
MINUTES OF MEETING

Building & Zoning:

SPECIAL EVENTS

Darrell Westmoreland

Chairman:

Helen Wilkins

A. Fishers of Men Trout Tournament, Center Baptist church. Motion to approve the annual tournament held at Cool River Tubing was made by member Chris Williams, 2nd by member Ralph Hofer. Motion approved by a unanimous vote of all members present.

Board Members:

David Greear

Linda McAllister

Ralph Hofer

Charlie Knowles

Catherine Cleiman

Chris Williams

B. Helen Import Days Car Show, Jay Kim. Motion to approve the show was made by member Ralph Hofer, 2nd by member Chris Williams. Motion approved by a unanimous vote of all members present.

Motion to adjourn at 09:30 am made by member David Greear, 2nd by member Ralph Hofer. Motion to adjourn approved by unanimous vote of members present.

APPROVED BY:

CHAIRPERSON Helen Wilkins

DATE

PREPARED BY:

BUILDING AND ZONING ADMINISTRATOR
Darrell Westmoreland

DATE

\$100

SIGN APPLICATION

P
A
I
D
FEB 12 2019
CITY OF HELEN

CITY OF HELEN
PO BOX 280
HELEN, GEORGIA 30545
706-878-2733
buildingzoning@cityofhelen.org

PERMIT NUMBER _____
\$25.00 APPLICATION FEE
\$75.00 PERMIT FEE (If approved)
OCCUPATIONAL TAX # _____

NAME OF APPLICANT & BUSINESS: MARY ANNA FISHER HONEY ON THE HILL
ADDRESS: 1007 Highway 145 EASTANOUICE GA
STATE: GA ZIP: 30538 CITY: PHONE: 706-716-1961

NAME OF SIGN COMPANY: Burgess Murals Steve Burgess
ADDRESS: 745 Mt. Zion Church Rd Murrayville
STATE: Ga ZIP: 30564 CITY: PHONE: 404-401-7281
TOTAL VALUE: \$

TYPE: HANGING MURAL FREESTANDING OTHER (SPECIFY)
SIZE: 6 SQ. FT. WALKING AREA 24 SQ. FT. DRIVING AREA OTHER
IS AN "OPEN", "CLOSED" SIGN BEING APPLIED FOR: YES NO
(MUST BE SAME COLOR AND DESIGN OF BUSINESS SIGN AND 6 X 12 INCHES OR SMALLER)

SPECIAL JUSTIFICATION BY APPLICANT FOR SECOND SIGN, IF REQUIRED.
Grand opening banner.

1. THE HELEN CITY CODE, CHAPTER 34, ARTICLE VII, WHICH IS AVAILABLE AT CITY HALL FOR YOUR REVIEW, REGULATES THE DESIGN, ERECTION AND DISPLAY OF SIGNS IN THE CITY.
2. AN EXACT, TO SCALE, COLOR RENDERING OF THE PROPOSED SIGN, AND A SITE PLAN SHOWING THE LOCATION OF PROPOSED SIGN ON PROPERTY OR BUILDING MUST BE ATTACHED TO THIS APPLICATION AT TIME SUBMITTED.
3. APPLICATION MUST BE RECEIVED BY CITY HALL AT LEAST THREE (3) WORKING DAYS PRIOR TO THE MEETING DATE OF THE PLANNING AND DESIGN REVIEW BOARD.
4. DOUBLE FEE WILL BE CHARGED FOR SIGN(S) ERECTED WITHOUT AN APPROVED PERMIT.
5. PERMIT VALID FOR 90 DAYS TO COMPLETE APPROVED WORK FOR PERMITTED SIGN

STATEMENT BY APPLICANT: "I HAVE REVIEWED, UNDERSTAND, AND AGREE TO ABIDE BY THE PROVISIONS OF CHAPTER 34, ARTICLE VII OF THE CITY CODE."
SIGNATURE: Mary Anna Fisher DATE: 2-10-19

FOR OFFICIAL USE ONLY -- DO NOT WRITE BELOW THIS LINE

BOARD'S COMMENTS; CONDITIONS FOR APPROVAL; OR REASON FOR DENIAL:

BOARD MEMBERS REVIEWING THE APPLICATION

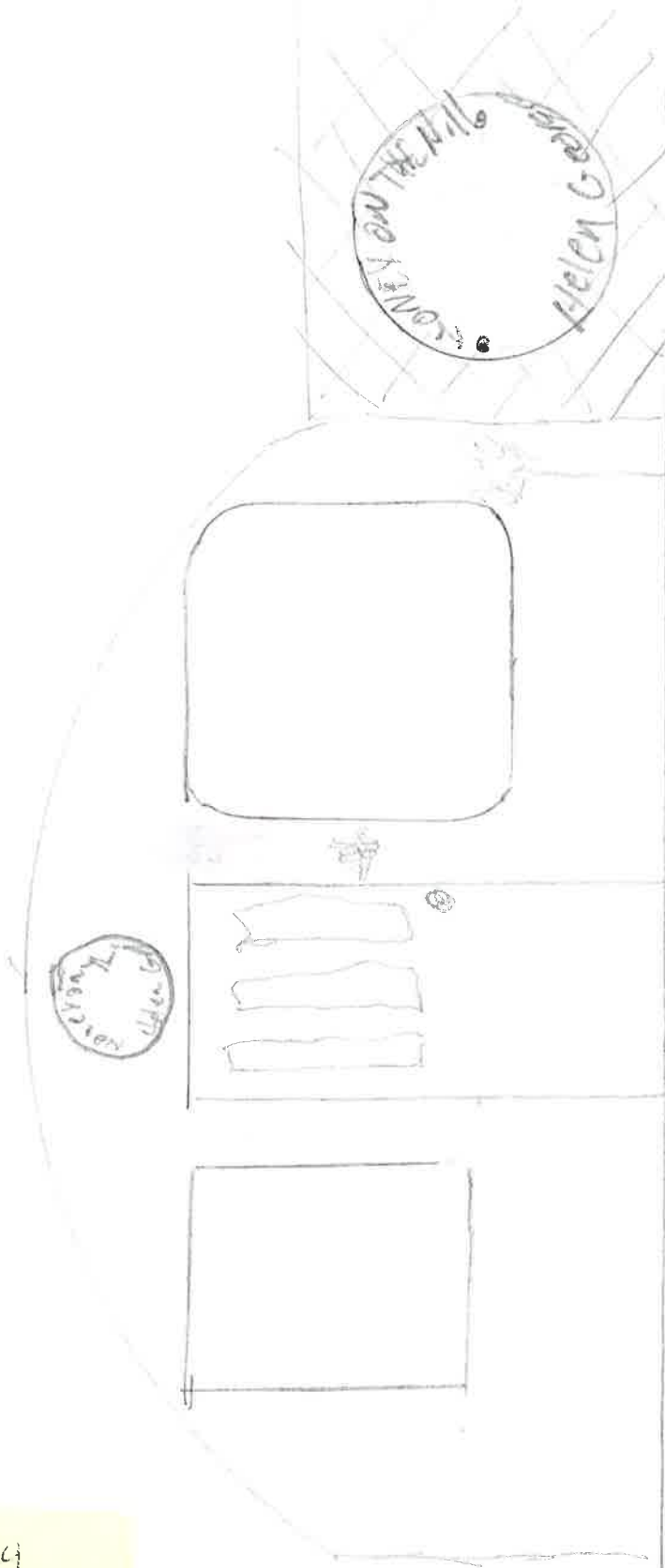
DATE:		
APPROVED		
DISAPPROVED		

FINAL INSPECTION: INSPECTORS NAME _____ DATE _____ DECAL # _____

PAYMENT OF OCCUPATIONAL TAX MUST BE MADE PRIOR TO APPLYING FOR A SIGN PERMIT

Roof

will bring
color sign



Deep Brown
 Medium Yellow
 Deep Yellow
 Flowers - Various based on color chart
 Font - Century

\$100.00
P A I D
 FEB 13 2019

CITY OF HELEN \$100

SIGN APPLICATION	CITY OF HELEN PO BOX 280 HELEN, GEORGIA 30545 706-878-2733 buildingzoning@cityofhelen.org	PERMIT NUMBER _____ \$25.00 APPLICATION FEE \$75.00 PERMIT FEE (If approved) OCCUPATIONAL TAX # _____
NAME OF APPLICANT & BUSINESS <i>KATHY LEONARD FAST FOOD, FUNNEL CAKES & TRUES</i>	ADDRESS <i>8635 N. MAIN ST</i>	CITY <i>HELEN</i> STATE <i>GA</i> ZIP <i>30545</i> PHONE <i>704-771-5409</i>
NAME OF SIGN COMPANY <i>THE SIGN SHOP LLC CHAD</i>	ADDRESS <i>2139 HWY 129 S. CLEVELAND</i>	CITY <i>CLEVELAND</i> STATE <i>GA</i> ZIP <i>30528</i> PHONE <i>706-969-1572</i>
TYPE <input type="checkbox"/> HANGING <input type="checkbox"/> MURAL <input type="checkbox"/> FREESTANDING <input type="checkbox"/> OTHER (SPECIFY)		TOTAL VALUE
SIZE <input checked="" type="checkbox"/> 6 SQ. FT. WALKING AREA <input type="checkbox"/> 24 SQ. FT. DRIVING AREA <input type="checkbox"/> OTHER		<i>\$ 535.00</i>
IS AN "OPEN", "CLOSED" SIGN BEING APPLIED FOR <input type="checkbox"/> YES <input type="checkbox"/> NO (MUST BE SAME COLOR AND DESIGN OF BUSINESS SIGN AND 6 X 12 INCHES OR SMALLER)		
SPECIAL JUSTIFICATION BY APPLICANT FOR SECOND SIGN, IF REQUIRED. <i>ONE SIGN FOR ALLEYWAY, ONE SIGN FOR FRONT OF BUILDING</i>		
1. THE HELEN CITY CODE, CHAPTER 34, ARTICLE VII, WHICH IS AVAILABLE AT CITY HALL FOR YOUR REVIEW, REGULATES THE DESIGN, ERECTION AND DISPLAY OF SIGNS IN THE CITY. 2. AN EXACT, TO SCALE, COLOR RENDERING OF THE PROPOSED SIGN, AND A SITE PLAN SHOWING THE LOCATION OF PROPOSED SIGN ON PROPERTY OR BUILDING MUST BE ATTACHED TO THIS APPLICATION AT TIME SUBMITTED. 3. APPLICATION MUST BE RECEIVED BY CITY HALL AT LEAST THREE (3) WORKING DAYS PRIOR TO THE MEETING DATE OF THE PLANNING AND DESIGN REVIEW BOARD. 4. DOUBLE FEE WILL BE CHARGED FOR SIGN(S) ERECTED WITHOUT AN APPROVED PERMIT. 5. PERMIT VALID FOR 90 DAYS TO COMPLETE APPROVED WORK FOR PERMITTED SIGN		
STATEMENT BY APPLICANT: "I HAVE REVIEWED, UNDERSTAND, AND AGREE TO ABIDE BY THE PROVISIONS OF CHAPTER 34, ARTICLE VII OF THE CITY CODE." SIGNATURE <i>[Signature]</i> DATE <i>2/13/19</i>		
FOR OFFICIAL USE ONLY -- DO NOT WRITE BELOW THIS LINE		
BOARD'S COMMENTS; CONDITIONS FOR APPROVAL; OR REASON FOR DENIAL: _____ _____		
BOARD MEMBERS REVIEWING THE APPLICATION		
DATE:		
<input type="checkbox"/> APPROVED		
<input type="checkbox"/> DISAPPROVED		
FINAL INSPECTION; INSPECTORS NAME	DATE	DECAL #

PAYMENT OF OCCUPATIONAL TAX MUST BE MADE PRIOR TO APPLYING FOR A SIGN PERMIT

