

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, June 14, 2022
PLANNING AND DESIGN REVIEW BOARD

706-878-2733—main

706-878-1655—fax

AGENDA

1. CALL MEETING TO ORDER

Building & Zoning:

Darrell Westmoreland

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES FROM APRIL 26, 2022 MEETING

Chairman:

Helen Wilkins

4. SIGNS

- A. Helen Grab and Go Market. 21 River Street requests approval for a 6 sq. ft. sign to be placed in the area of the existing sign along with a Small Grand Opening banner.

Board Members:

David Greear

Linda McAllister

Ralph Hofer

Mervin Barbree

Chris Williams

Dona K Burke

5. PLANS

- A. Helendorf River Inn, Catherine Cleiman requests approval to replace the wooden railing with powder coated aluminum railings.
- B A presentation on how Progressive Design -Build Procurement works along with some drawing of possible additions.

6. SPECIAL EVENTS

- A. Family Promise requests a permit for their annual Great Helen Duck Race on October 22, 2022 from 12:00 noon to 6:00pm.

- 7. Warren Fraser requests approval to move forward with the annexation of (Parcel # HO4E 035), 232 Dandy Lane into the City of Helen with the surrounding zoning of R-2.



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PLANNING AND DESIGN REVIEW BOARD MINUTES OF MEETING PG 1

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The Planning and Design Review Board met on Tuesday, June 14, 2022 at Helen City Hall with Chairperson Dona K. Burke calling the meeting to order at 9:00am. Board members present were Ralph Hofer, Chris Williams, David Greear, Linda McAllister and Mervin Barbree.

Building & Zoning:

Darrell Westmoreland

Approval of agenda; Motion to amend and approve the agenda with made by member Ralph Hofer, 2nd by member Chris Williams. Motion approved by unanimous vote of members present. Amendments were 1) Recommendation of land sale and 2) Recommendation of Conditional Use permits to Island Area.

Chairman:

Helen Wilkins

Approval of meeting minutes from the April 26, 2022 meeting made by member Chris Williams, 2nd by member David Greear. Motion approved by vote of members present at that meeting.

Board Members:

David Greear

SIGNS

Linda McAllister

A. Helen Grab and Go Market, requested approval for their new sign to be placed in the existing sign area. Motion to approve made by member Chris Williams, 2nd by member Linda McAllister. Motion approved by unanimous vote of members present.

Ralph Hofer

Mervin Barbree

Dona K Burke

PLANS

Chris Williams

A. Catherine Cleiman with Helendorf River Inn requested approval to replace old existing wooden railing with new aluminum railing. Motion to approve with the recommendation to try and get Alpine look was made by member Mervin Barbree, 2nd by member Ralph Hofer. Motion approved by unanimous vote of members present.

B. A presentation was made to the Board on Progressive Design – Build procurement works and is available to the City.



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June 14, 2022
PLANNING AND DESIGN REVIEW BOARD
MINUTES OF MEETING PG 2

706-878-2733—main

706-878-1655—fax

Building & Zoning:

Darrell Westmoreland

Chairman:

Helen Wilkins

Board Members:

David Greear

Linda McAllister

Ralph Hofer

Chris Williams

Dona K Burke

Mervin Barbree

PLANS

C. After discussion about a Conditional Use in the Island Area of Narr Weg a motion was made to send to Commissioners by Mervin Barbree, 2nd by member Ralph Hofer. Motion approved by unanimous vote of members present.

D. After looking at plans and discussion a motion was made to recommend the sale of a small corner tract of property to Dona K. Burke and send to commission for their approval was made by Ralph Hofer, 2nd by member Chris Williams. Motion approve by unanimous vote of members present.

E. Warren Fraser requested annexation of the parcel HO4E 035, 232 Dandy Lane into the City limits with R-2 zoning. Motion to move forward was made by Chris Williams, 2nd by member Mervin Barbree. Motion to approve by unanimous vote of members present.

SPECIAL EVENT

A. Family promise requested a permit for their annual Helen Duck race. Motion to approve the permit was made by Mervin Barbree, 2nd by member David Greear. Motion to approve by unanimous vote of members present.

Motion to adjourn at 9:52 am made by member Mervin Barbree, 2nd by member Chris Williams. Motion approved by unanimous vote of members present.

APPROVED BY:

Helen Wilkins July 12, 2022
CHAIRPERSON Helen Wilkins DATE

PREPARED BY

Darrell Westmoreland 7/12/2022
Darrell Westmoreland DATE