



# 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*

### PLANNING AND DESIGN REVIEW BOARD

August 22, 2017

MINUTES OF MEETING pg 1

*706-878-2733—main*

*706-878-1655—fax*

*Building & Zoning:*

The Planning and Design Review Board met on Tuesday, August 22, 2017 at Helen City Hall with Chairperson Catherine Cleiman calling the meeting to order at 9:00 a.m. Board members present were Catherine Cleiman, Linda McAllister, Lee Landress and David Greear.

*Jerry Elkins*

Approval of Agenda: Chairman Catherine Cleiman asked for discussion and a motion to approve the agenda. Member Linda McAllister made the motion to approve the agenda. 2nd by Member Lee Landress. Motion was approved by a unanimous vote of all members present.

*Chairman:*

*Catherine Cleiman*

Approval of Minutes from the August 8, 2017 meeting: Motion to approve made by Member Lee Landress, 2nd by Member Linda McAllister. Motion approved by a unanimous vote of members present.

*Board Members:*

*David Greear*

### SIGNS

*Steve Fowler*

*Ralph Hofer*

*Charlie Knowles*

*Linda McAllister*

*Lee Landress*

A. Chattahoochee Dog Haus. (2) Entrance signs and (1) building sign. it was discussed to handle the entrance signs and the building sign separately since to different type signs. Motion was made to approve the change and for the signs to be approved also, by David Greear and a 2nd by Lee Landress. A motion was made by Lee Landress and 2nd by Linda McAllister for approval. Motion was approved by a unanimous vote of all members present.

Also owner addressed the board about covering the ad on sign, until Alcohol license was obtained. After discussion a motion was made by Linda McAllister and 2nd by David Greear to cover with matching material for one(1) month. Motion to approve by a unanimous vote by all members present.

B. Hansel & Gretel (1) Mural painted on front entrance. After discussion a motion was made by David Greear to approve the mural and 2nd by Member Lee Landress. Motion approved by a unanimous vote of all members present.

Member David Greear made a suggestion to look at and discuss the ordinances on murals in the PDRB workshop on August 28, 2017.

### SPECIAL EVENTS

There were no special events.



**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*

PLANNING AND DESIGN REVIEW BOARD

August 22, 2017

MINUTES OF MEETING pg 2

706-878-2733—main

706-878-1655—fax

PLAN SUBMITTALS

**Building & Zoning:**

**Jerry Elkins**

**Chairman:**

**Catherine Cleiman**

A. Curb Appeal, for Helen Presbyterian Church. Form and pour a side walk leading from the existing sidewalk to a area marked for a future Gazebo. Discussion on the size and ordinances pertaining to walkways. It was decided to allow Building and Zoning to make sure that the walkway was within City ordinances. Motion was made to approve under the Conditions stated by member Linda McAllister and 2nd by Lee Landress. Motion approved by a unanimous vote of members present.

Motion to adjourn was made by Member David Greear, 2nd by Member Linda McAllister. Motion approved by unanimous vote of members present.

**Board Members:**

**David Greear**

**Steve Fowler**

**Ralph Hofer**

**Charlie Knowles**

**Linda McAllister**

**Lee Landress**

Approved by

*Catherine Aays Cleiman* *9/12/2017*  
Chairperson Catherine Cleiman Date

Prepared by

*Darrell Westmoreland* *9/12/2017*  
Building/Zoning Administrator Date  
Darrell Westmoreland