



# 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*

June 5, 2018  
PLANNING AND DESIGN REVIEW BOARD  
MINUTES OF MEETING

706-878-2733—main

706-878-1655—fax

The planning and Design review Board met on Tuesday, June 5, 2018 at Helen City Hall with Chairperson Helen Wilkins calling the meeting to order at 9:00a.m. Board members present were Catherine Cleiman, Linda McAllister and Chris Williams.

### **Building & Zoning:**

#### **Darrell Westmoreland**

Approval of the agenda: Motion to approve the agenda was made by member Catherine Cleiman, 2nd by member Linda McAllister. Motion was approved by a unanimous vote of all members present.

#### **Chairman:**

#### **Helen Wilkins**

Motion to approve the minutes from May 15, 2018 was made by member Chris Williams, 2nd by member Catherine Cleiman. Motion was approved by a unanimous vote of all members present.

### SIGNS:

#### **Board Members:**

#### **David Greear**

#### **Ralph Hofer**

#### **Charlie Knowles**

#### **Linda McAllister**

#### **Catherine Cleiman**

#### **Chris Williams**

A. Helen Arts and Heritage Center, 25 Chattahoochee street. Requested to replace the existing sign with a new designed sign of the original size. Motion was made by member Linda McAllister, 2nd by member Chris Williams. Motion was approved by members present with member Catherine Cleiman abstaining from vote due to Board membership.

### SPECIAL EVENT:

A. Helen Duck Race, October 20, 2018. Family Promise a Non-profit organization requested to have their annual Rubber duck race on the river for a charity event. Mike Dixon explained the details of the event prior to the vote. Motion was made by member Catherine Cleiman, 2nd by member Chris Williams. Motion was approved by a unanimous vote of all members present.

No building plans were submitted.

Motion to adjourn was made at 09:14a.m. by member Catherine Cleiman, 2nd by member Chris Williams. Motion approved by all members present.

Approved by: Helen Wilkins  
Chairperson Helen Wilkins

7-3-18  
Date

Prepared by: Darrell Westmoreland  
Darrell Westmoreland  
Building and Zoning Administrator

7-3-18  
Date