

Tuesday October 20, 2020

**PLANNING AND DESIGN REVIEW BOARD**

**Minutes of Meeting**

The meeting was called to order at 9:00 a.m. by Chairman Helen Wilkins.

Attending were members Ralph Hofer, Linda McCallister, David Greear, and Helen Wilkins.

Approval of Agenda; Motion to approve made by Dona K Burke, 2<sup>nd</sup> by Ralph Hofer. Motion approved with a unanimous vote of the members present.

Approval of Minutes from September 15, 2020. Motion to approve made by Linda McCallister, 2<sup>nd</sup> by Dona K Burke. Motion approved with a unanimous vote of the members present.

**Signs;**

- A. Helen Smoke Shop, 8065 S. Main Street, sign to replace existing sign (24 sq. ft) Motion to approve made by Dona K Burke, 2<sup>nd</sup> by Linda McCallister. Motion approved with a unanimous vote of the members present

Board member Chris Williams arrived at 9:05 a.m.

- B. Mervin Barbree request approval for a new sign to be placed at 8546 S. Main Street and will replace the existing sign with the Words- The Commons at 8063, size is 4'x6'. Motion to approve made by Linda McCallister, 2<sup>nd</sup> by Ralph Hofer. Motion approved with a unanimous vote of the members present. Chris Williams stated that Mervin Barbree is his brother in-law.
- C. Alpine Dispensary, 8160 S. Main Street request approval for a mural to be placed on the exterior wall facing the Ace Hardware building. Mural will be used for pictures. Mural was denied because no size or exact location was submitted, and business owner was not present to clarify.

**Special Events;**

- A. Arts and Crafts Festival sponsored by Robin Roberts Promotions request a permit and approval for their annual craft show held at Unicoi Hill Park on September 25-26 2020. Motion to approve made by Chris Williams, 2<sup>nd</sup> by Linda McCallister. Motion approved with a unanimous vote of the board members present.

Motion to adjourn at 9:24 a.m. made by Dona K Burke, 2<sup>nd</sup> by Chris Williams. Motion approved with a unanimous vote of the board members present.

Tuesday, October 20, 2020

**PLANNING AND DESIGN REVIEW BOARD**

Approved by:

  
\_\_\_\_\_

Chairperson, Helen Wilkins

Date

Prepared by:

Marilyn Chastain      10-20-2020



# *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*

**NOVEMBER 17, 2020  
PLANNING AND DESIGN REVIEW BOARD  
MINUTES OF MEETING PG 1**

**706-878-2733—main**

**706-878-1655—fax**

***Building & Zoning:***

***Darrell Westmoreland***

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

Approval of agenda; Motion to approve the agenda was made by Dona K. Burke., 2<sup>nd</sup> by member Linda McAllister. Motion approved by unanimous vote of members present.

***Chairman:***

***Helen Wilkins***

Motion to approve the minutes from the October 20, 2020 meeting with a correct spelling of a name made by member Dona K. Burke, 2<sup>nd</sup> by member Linda McAllister. Motion approved by unanimous vote of members present.

***Board Members:***

***David Greear***

***Linda McAllister***

***Ralph Hofer***

***Charlie Knowles***

***Dona K. Burke***

***Chris Williams***

### **SIGNS**

A. Alpine Carriage Company requested permission to place a sign at the corner of River Street and Main Street for direction. Motion to disapprove, due to the no snipe sign ordinance and number of signs made by member Dona K. Burke, 2<sup>nd</sup> by member Ralph Hofer. Motion approved by unanimous vote of members present.

### **PLANS**

A. Chattahoochee Dog Haus requested approval to remove existing shed roof and add a new roof to match the original roofline and building. Motion to approve made by member Linda McAllister, 2<sup>nd</sup> by member Ralph Hofer. Motion approved by unanimous vote of members present.



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## Planning, Design and Review Board

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706-878-2733—main

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NOVEMBER 17, 2020  
PLANNING AND DESIGN REVIEW BOARD  
MINUTES OF MEETING  
PAGE 2

**Building & Zoning:**

**Darrell Westmoreland**

Motion to adjourn made by member Ralph Hofer, 2nd by member Dona K. Burke  
Motion approved by unanimous vote of members present at 09:21am.

APPROVED BY:

**Chairman:**

**Helen Wilkins**

CHAIRPERSON HELEN WILKINS DATE  
*Darrell Westmoreland (Co-chair)*

**Board Members:**

**David Greear**

**Linda McAllister**

**Ralph Hofer**

**Charlie Knowles**

**Dona K Burke**

**Chris Williams**

*Darrell Westmoreland* 12/15/2020  
BUILDING AND ZONING ADMINISTRATOR  
Darrell Westmoreland



# City of Helen

## Planning, Design and Review Board

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TUESDAY, JANUARY 12, 2020  
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 DECEMBER 15, 2020 MEETING

*Chairman:*

*Helen Wilkins*

#### 4. SIGNS

A. America's Best Motel, 8288 S. Main St. Ash Patel. Requests approval to change the existing sign to new sign. Will be same size as existing.

*Board Members:*

*David Greear*

*Linda McAllister*

*Ralph Hofer*

*Charlie Knowles*

*Dona K. Burke*

*Chris Williams*

B. Budget Inn, 749 Brucken Strasse, Ash Patel. Requests approval to replace the existing signs with the new name signs. All signs will be same size as existing ones.

#### 5. PLAN SUBMITTAL

A. Betty's Country Store, 18 Yonah St., Clyde Broadway. Requests approval for a porch addition to be added to the existing building.

B. Muller's Fried Cheese Café, Chattahoochee St. requests approval for an addition of a gable and front porch to match the existing building and surrounding buildings.



# City of Helen

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DECEMBER 15, 2020  
PLANNING AND DESIGN REVIEW BOARD  
MINUTES OF MEETING PG 1

*706-878-2733—main*

*706-878-1655—fax*

The Planning and Design Review Board met on Tuesday, December 15, 2020 at Helen City Hall with Co-Chair David Greear calling the meeting to order at 9:00am. Board members present were Linda McAllister, Chris Williams and Ralph Hofer.

*Building & Zoning:*

*Darrell Westmoreland* Approval of agenda; Motion to approve the agenda after amending to add item “B” a sign application addition was made by member Chris Williams, 2nd by member Linda McAllister. Motion approved by unanimous vote of members present.

*Chairman:*

*Helen Wilkins*

Motion to approve the minutes from the November 17,2020 meeting was made by member Linda McAllister, 2<sup>nd</sup> by member Ralph Hofer. Motion approved by a unanimous vote of members present.

*Board Members:*

*David Greear*

*Linda McAllister*

*Ralph Hofer*

*Charlie Knowles*

*Dona K. Burke*

*Chris Williams*

### SIGNS

**A.** Sweet Acre Farms Winery, 8016 S. Main Street requested approval for new sign to replace existing sign. Motion to approve was made by member Chris Williams, 2<sup>nd</sup> by member Linda McAllister. Motion approved by a unanimous vote of members present.

**B.** Dizzy Bear Gifts, Chattahoochee Street, requested approval for signs and Murals.

Sign 1 – Store front sign - Motion to approve made by member Chris Williams, 2<sup>nd</sup> by member Ralph Hofer. Motion approved by unanimous vote of members present.

Murals 1 & 2 – Mural of Anna Ruby Falls and Helen Ga. mural - Motion to approve made by member Ralph Hofer, 2<sup>nd</sup> by member Chris Williams. Motion approved by unanimous vote of members present



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DECEMBER 15, 2020  
PLANNING AND DESIGN REVIEW BOARD  
MINUTES OF MEETING  
PAGE 2

706-878-2733—main

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**NO PLAN SUBMITTALS**

**NO SPECIAL EVENTS**

**Building & Zoning:**

**Darrell Westmoreland**

Motion to adjourn at 09:28 am made by member Chris Williams, 2nd by member Linda McAllister. Motion approved by unanimous vote of members present.

**Chairman:**

APPROVED BY:

**Helen Wilkins**

Helen Wilkins Jan. 12, 2021  
Co-Chair David Greear Date

**Board Members:**

**David Greear**

PREPARED BY:

**Linda McAllister**

Darrell Westmoreland  
B/Z Admin. Darrell Westmoreland

**Ralph Hofer**

**Charlie Knowles**

**Dona K. Burke**

**Chris Williams**