



# 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, APRIL 2, 2019  
PLANNING AND DESIGN REVIEW BOARD

**706-878-2733—main**

**706-878-1655—fax**

### AGENDA

#### 1. CALL MEETING TO ORDER

#### 2. APPROVAL OF AGENDA

#### 3. APPROVAL OF MINUTES FROM MARCH 19, 2019 MEETING

#### 4. SIGNS

- A. Vape, Smoke, Snacks, Soda and Gifts, 8635 N. Main Street. Muhammad Arif. Requests permit for 6 sq. ft. sign and small sign above door.
- B. Alpine Dispensary, 8160 S. Main street. Requests (2) 24 sq. ft. sign for building and a small grand opening sign for one day.

#### 5. SPECIAL EVENTS

- A. Helen Holiday Half Marathon, Date: December 14, 2019. Requests special event permit for their annual foot run marathon. Runners will enter Unicoi trail and travel up White Strasse to the trail.
- B. Family Fun Day for Offroaders, Appalachian Offroad Ga. Request a special event permit for June 15, 2019 at the city Pavilion. Event will be a Jeep show and fun for families to promote the group.

#### **Building & Zoning:**

**Darrell Westmoreland**

#### **Chairman:**

**Helen Wilkins**

#### **Board Members:**

**David Greear**

**Linda McAllister**

**Ralph Hofer**

**Charlie Knowles**

**Chris Williams**

**Dona K Burke**



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TUESDAY, APRIL 2, 2019  
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MINUTES OF MEETING pg. 1

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***Building & Zoning:***

***Darrell Westmoreland***

The Planning and Design Review Board met on Tuesday, April 2, 2019 at Helen City Hall with Chairperson Helen Wilkins calling the meeting to order at 9:00am. Board members present were Dona K Burke, Charlie Knowles Linda McAllister, Chris Williams and David Greear.

***Chairman:***

***Helen Wilkins***

Approval of agenda; Motion to approve the agenda with the correction of date made by member Linda McAllister, 2nd by member David Greear. Motion approved by unanimous vote of members present.

***Board Members:***

***David Greear***

***Linda McAllister***

***Ralph Hofer***

***Charlie Knowles***

***Chris Williams***

***Dona K. Burke***

Motion to approve the minutes from the March 19, 2019 meeting made by member David greear, 2nd by member Linda McAllister. Motion approved by unanimous vote of members present.

### SIGNS

A. Vape, Smoke, Snacks, Soda and Gifts. 8635 N. Main, requested a permit for new signs one being 6 sq. ft. and a smaller sign for entrance area to replace the existing signs from prior business. Motion to approve was made by member David Greear, 2<sup>nd</sup> by member Chris Williams. Motion approved by unanimous vote of members present.

B. Alpine Dispensary. 8160 S. Main Street. Requested 2 signs for new business. Motion to approve made by member Linda McAllister, 2nd by member Chris Williams. Motion approved by unanimous vote of members present.

### SPECIAL EVENTS

A.Helen Holiday Half Marathon, requested permit for their annual foot run marathon .Motion to approve made by member Linda McAllister, 2nd by member David Greear. Motion approved by unanimous vote of members present.



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April 2, 2019  
PLANNING AND DESIGN REVIEW BOARD  
MINUTES OF MEETING  
PAGE 2

### Building & Zoning:

*Darrell Westmoreland*

### Chairman:

*Helen Wilkins*

### Board Members:

*David Greear*

*Linda McAllister*

*Ralph Hofer*

*Charlie Knowles*

*Dona K Burke*

*Chris Williams*

### SPECIAL EVENTS

- A. Family Fun Day for Offroaders, requested permit for event at the city pavilion. June 15, 2019. Motion to approve made by member Chris Williams, 2<sup>nd</sup> by member David Greear. Motion approved by unanimous vote of members present.

Motion to adjourn made by member David Greear, 2<sup>nd</sup> by member Linda Williams. Motion approved by unanimous vote of members present at 09:23am.

### APPROVED BY:

*Helen Wilkins*      *April 16, 2019*  
 \_\_\_\_\_  
 CHAIRPERSON HELEN WILKINS      DATE

### PREPARED BY:

*Darrell Westmoreland*      *4-16-19*  
 \_\_\_\_\_  
 BUILDING AND ZONING ADMINISTRATOR  
 Darrell Westmoreland