

**City of Helen  
PLANNING AND DESIGN REVIEW BOARD**

**PLAN SUBMITTAL FORM**

Name of Owner/Applicant \_\_\_\_\_ Phone# \_\_\_\_\_

Business Name \_\_\_\_\_

Project Address \_\_\_\_\_ Value/Cost\$ \_\_\_\_\_

Description of Project \_\_\_\_\_

\_\_\_\_\_

For paint colors please list color name or code from approved color chart \_\_\_\_\_

\_\_\_\_\_

**Detailed drawings required for all submitted plans.**

STATEMENT BY APPLICANT: "I HAVE REVIEWED, UNDERSTAND, AND AGREE TO ABIDE BY THE PROVISIONS OF CHAPTER 34, ARTICLE IV OF THE CITY OF HELEN CODE."

Signature \_\_\_\_\_

Date \_\_\_\_\_

**FOR OFFICIAL USE ONLY – DO NOT WRITE BELOW THIS LINE**

BOARDS COMMENTS; CONDITIONS FOR APPROVAL; OR REASON FOR DENIAL:

\_\_\_\_\_

\_\_\_\_\_

APPROVED\_\_\_ APPROVED WITH CHANGES\_\_\_ DENIED\_\_\_

BOARD MEMBERS REVIEWING APPLICATION

CHAIR PERSON \_\_\_\_\_

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