



# 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*

FEBRUARY 14, 2017  
PLANNING AND DESIGN REVIEW BOARD  
MINUTES OF MEETING pg 1

**706-878-2733—main**

**706-878-1655—fax**

**Building & Zoning:**

**Larry Krul**

The Planning and Design Review Board met on Tuesday, February 14, 2017 at Helen City Hall with Chairperson Catherine Cleiman calling the meeting to order at 9:01 am. Board members present were Ralph Hofer, Linda McAllister and David Greear. Absent were Bill Miles, Steve Fowler and Charlie Knowles.

Approval of agenda; Motion to approve the agenda made by member Ralph Hofer, 2nd by member David Greear.

**Chairman:**

**Catherine Cleiman**

Approval of meeting minutes from the January 24, 2017 meeting; After grammatical errors corrected, motion to approve made by member David Greear, 2nd by member Ralph Hofer.

Motion approved by vote of members present with Linda McAllister abstaining due to not being present at that meeting.

**Board Members:**

**David Greear**

**Steve Fowler**

**Ralph Hofer**

**Charlie Knowles**

**Danna Lee**

**Bill Miles**

Oath of Office for member terms; Catherine Cleiman was sworn in for a 2 year term. Linda McAllister was sworn in for a 1 year term. David Greear was sworn in for a 2 year term.

Appoint Chairperson and Vice Chairperson; Ralph Hofer nominated Catherine Cleiman for chairperson, 2nd by David Greear. Motion approved by unanimous vote of members present.

Ralph Hofer nominated David Greear for vice chairperson, 2nd by member Linda McAllister. Motion approved by unanimous vote of members present.

### SIGNS

A. Cabin Rentals of Helen, 8287 S. Main St., 1 double sided pylon sign and 1 single sided previously approved sign to put on end of the building. Motion to approve made by member Linda McAllister. Motion approved by unanimous vote of members present.

B. North Georgia Cabin Resources, replace existing signs pylon and building. Motion to approve contingent upon being able to run two businesses under one occupational tax certificate, 2nd by member Linda McAllister. Motion approved by unanimous vote of members present.



# 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*

FEBRUARY 14, 2017  
PLANNING AND DESIGN REVIEW BOARD  
MINUTES OF MEETING PG 2

**706-878-2733—main**

**706-878-1655—fax**

**Building & Zoning:**

**Larry Krul**

### SPECIAL EVENTS

A. U.S. Rider News 17th Annual Reunion Rally, June 1 - 4, 2017 at Riverside Park. After noting that this weekend coincides with the balloon race, motion to approve event and dates contingent upon receiving completed paperwork made by member David Greear, 2nd by member Linda McAllister. Motion approved by unanimous vote of members present.

**Chairman:**

**Catherine Cleiman**

B. 8th Annual Indian Cultural Festival, October 21, 2017 at Riverside Park. Motion to approve event and date made by member Ralph Hofer, 2nd by member David Greear. Motion approved by unanimous vote of members present.

### Discussion:

David Greear noted the green directional signs rented to businesses by the City were not as presentable as they could be. He emailed suggestions to the Building and Zoning Administrator for presentation to the City Manager and to the commission for review.

**Board Members:**

**David Greear**

**Steve Fowler**

**Ralph Hofer**

**Charlie Knowles**

**Danna Lee**

**Bill Miles**

Motion to adjourn at 9:52 am made by member Linda McAllister. Motion approved by unanimous vote of members present.

APPROVED BY:

  
CHAIRPERSON CATHERINE CLEIMAN

  
DATE

PREPARED BY

  
LARRY KRUL, BUILDING AND ZONING ADMINISTRATOR

  
DATE