



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, FEBRUARY 13, 2018
PLANNING AND DESIGN REVIEW BOARD

706-878-2733—main

706-878-1655—fax

AGENDA

1. CALL MEETING TO ORDER

Building & Zoning:

2. APPROVAL OF AGENDA

Darrell Westmoreland

3. APPROVAL OF MINUTES FROM JANUARY 23, 2018 MEETING

Chairman:

4. SIGNS

Catherine Cleiman

A. Jester's Magic Dragon, 8620 N. Main Street, 36" x 24" to replace existing sign.

B. Hilltop Mini Golf, Requesting to place or a variance to place a 40' x 15' LED sign reading "OPEN" that can be seen from highway.

Board Members:

David Greear

5. NO PLAN SUBMITTALS

Linda McAllister

Ralph Hofer

6. NO SPECIAL EVENTS

Charlie Knowles

Helen Wilkins

Chris Williams

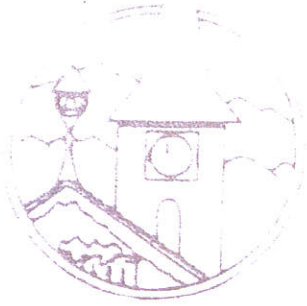
Posted February 8, 2018

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TUESDAY, JANUARY 23, 2018
PLANNING AND DESIGN REVIEW BOARD

706-878-2733—main

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AGENDA

1. CALL MEETING TO ORDER

Building & Zoning:

2. APPROVAL OF AGENDA

Darrell Westmoreland

3. APPROVAL OF MINUTES FROM DECEMBER 12, 2017 MEETING

Chairman:

4 SIGNS

Catherine Cleiman

A. Homemade Ice Cream, Size: 30" x 30". Sign will be replacing the one that had earlier approval.

Board Members:

5. PLANS

David Greear

Helen Wilkins

A. Chuck Scragg, 75 Sportarten Strasse. Close in existing screened in porch. Will meet Innsbruck requirements.

Ralph Hofer

Charlie Knowles

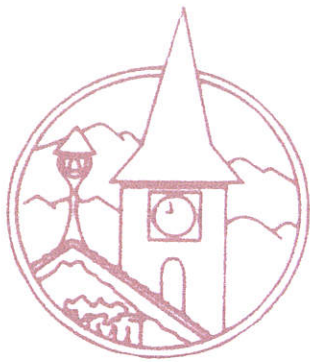
6. SPECIAL EVENTS

Thris williams

No special events

Linda McAllister

posted Jan. 19, 2018



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JANUARY 23, 2018
PLANNING AND DESIGN REVIEW BOARD
MINUTES OF MEETING

706-878-2733—main

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The Planning and Design Review Board met on Tuesday, January 23, 2018 at Helen City Hall with Chairperson Catherine Cleiman calling the meeting to order at 9:01 am. Board members present were Linda McAllister, David Greear, Helen Wilkins, Chris Williams. Absent were Ralph Hofer and Charlie Knowles.

Building & Zoning:

Darrell Westmoreland

Approval of agenda; Motion to amend and approve the agenda with the addition of plans presented, was made by member David Greear, 2nd by Linda McAllister. Motion approved by unanimous vote of members present.

Chairman:

Catherine Cleiman

Approval of meeting minutes from the December 12, 2017 meeting. Motion to approve made by member David Greear, 2nd by member Linda McAllister. Motion approved by vote of members present.

Board Members:

Oath of Office for member terms; Helen Wilkins was sworn in for a 2 year term. Chris Williams was sworn in for a 1 year term.

David Greear

SIGNS

Helen Wilkins

Homemade Ice Cream, 27" x 30" sign to replace existing faded and worn one. Motion to approve made by member Helen Wilkins. 2nd by member David Greear. Motion approved by unanimous vote of members present.

Ralph Hofer

Charlie Knowles

Chris Williams

PLANS

Linda McAllister

75 Sportarten Strasse, After discussion explaining the request to close in an existing deck on a residence a motion was made to approve by member Helen Wilkins, 2nd by member David Greear. Motion was approved by unanimous vote of members present.

Old Heidelberg Restaurant. After discussion of the plans on expanding the kitchen area, a motion to approve was made by member Linda McAllister, a 2nd by member Helen Wilkins. Motion was approved by unanimous vote by members present.

Motion to adjourn meeting was made by member David Greear, 2nd by Linda McAllister. Unanimous vote to adjourn by members present.



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JANUARY 23, 2018
PLANNING AND DESIGN REVIEW BOARD
MINUTES OF MEETING

706-878-2733—main

706-878-1655—fax

APPROVED BY:

Building & Zoning:

Larry Krul

CHAIRPERSON CATHERINE CLEIMAN

DATE

Chairman:

Catherine Cleiman

PREPARED BY

DARRELL WESTMORELAND, BUILDING AND ZONING ADMINISTRATOR

Board Members:

David Greear

DATE _____

Steve Fowler

Ralph Hofer

Charlie Knowles

Danna Lee

Bill Miles

	CITY OF HELEN PO BOX 280 HELEN, GEORGIA 30545 706-878-2733 buildingzoning@cityofhelen.org	PERMIT NUMBER _____ \$25.00 APPLICATION FEE \$75.00 PERMIT FEE (If approved) OCCUPATIONAL TAX # _____
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NAME OF APPLICANT & BUSINESS DAVID EVANOFF JESTER'S MAGIC DRAGON	ADDRESS <u>8620 N. MAIN ST</u> CITY <u>HELEN</u> STATE <u>GA</u> ZIP <u>30545</u> PHONE <u>706-877-7626</u>
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NAME OF SIGN COMPANY DAVID EVANOFF	ADDRESS _____ CITY _____ STATE _____ ZIP _____ PHONE _____	TOTAL VALUE \$ <u>600</u>
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TYPE HANGING MURAL FREESTANDING OTHER (SPECIFY)
 SIZE 6 SQ. FT. WALKING AREA 24 SQ. FT. DRIVING AREA OTHER
 IS AN "OPEN", "CLOSED" SIGN BEING APPLIED FOR YES NO
 (MUST BE SAME COLOR AND DESIGN OF BUSINESS SIGN AND 6 X 12 INCHES OR SMALLER)

SPECIAL JUSTIFICATION BY APPLICANT FOR SECOND SIGN, IF REQUIRED. to go where existing sign is

1. THE HELEN CITY CODE, CHAPTER 34, ARTICLE VII, WHICH IS AVAILABLE AT CITY HALL FOR YOUR REVIEW, REGULATES THE DESIGN, ERECTION AND DISPLAY OF SIGNS IN THE CITY.
2. AN EXACT, TO SCALE, COLOR RENDERING OF THE PROPOSED SIGN, AND A SITE PLAN SHOWING THE LOCATION OF PROPOSED SIGN ON PROPERTY OR BUILDING MUST BE ATTACHED TO THIS APPLICATION AT TIME SUBMITTED.
3. APPLICATION MUST BE RECEIVED BY CITY HALL AT LEAST THREE (3) WORKING DAYS PRIOR TO THE MEETING DATE OF THE PLANNING AND DESIGN REVIEW BOARD.
4. DOUBLE FEE WILL BE CHARGED FOR SIGN(S) ERECTED WITHOUT AN APPROVED PERMIT.
5. PERMIT VALID FOR 90 DAYS TO COMPLETE APPROVED WORK FOR PERMITTED SIGN

STATEMENT BY APPLICANT: "I HAVE REVIEWED, UNDERSTAND, AND AGREE TO ABIDE BY THE PROVISIONS OF CHAPTER 34, ARTICLE VII OF THE CITY CODE."
 SIGNATURE [Signature] DATE 2.5.18

FOR OFFICIAL USE ONLY -- DO NOT WRITE BELOW THIS LINE

BOARD'S COMMENTS; CONDITIONS FOR APPROVAL; OR REASON FOR DENIAL:

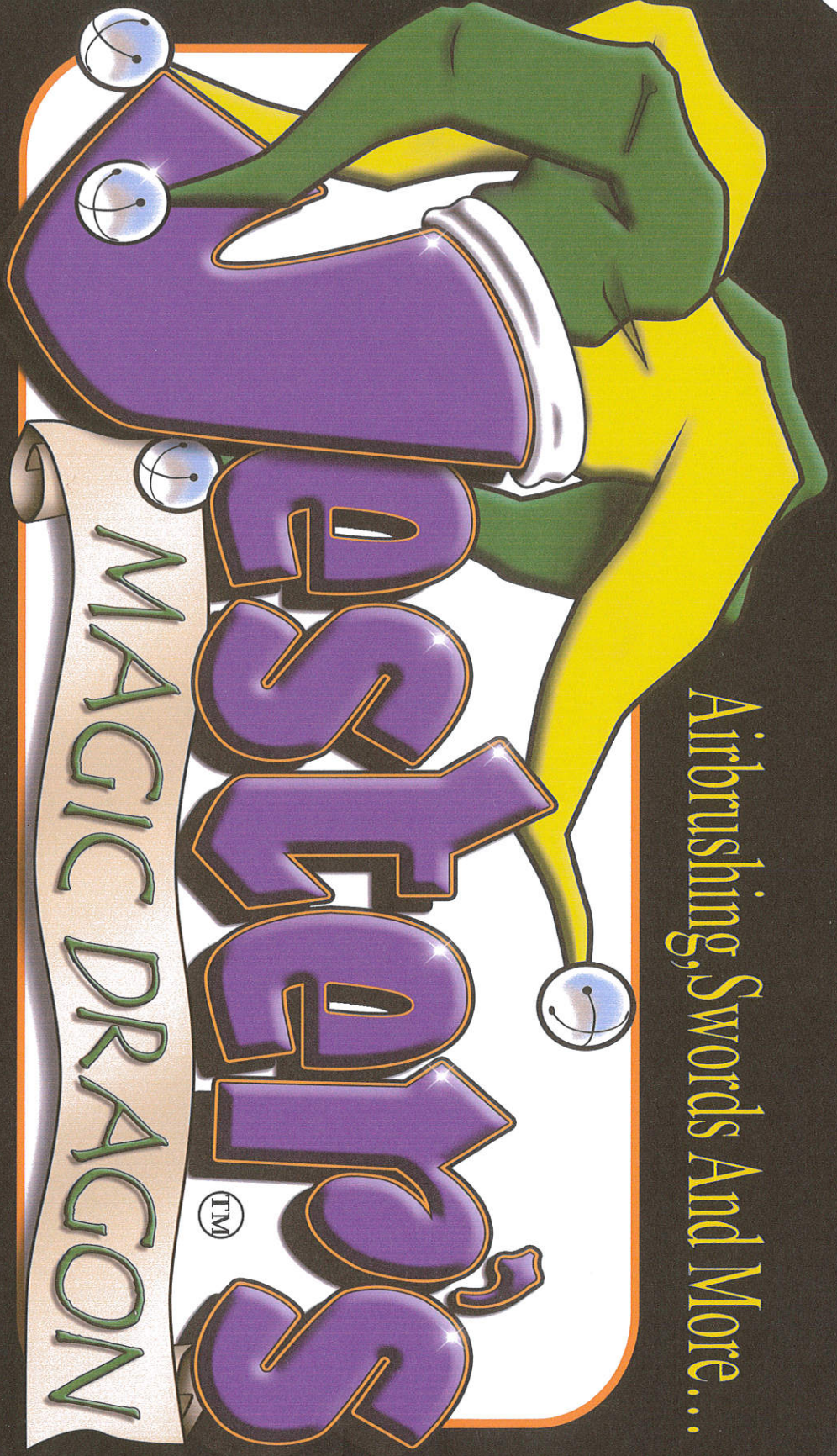
BOARD MEMBERS REVIEWING THE APPLICATION		
DATE:		
____ APPROVED		
____ DISAPPROVED		

FINAL INSPECTION: INSPECTORS NAME _____ DATE _____ DECAL # _____

PAYMENT OF OCCUPATIONAL TAX MUST BE MADE PRIOR TO APPLYING FOR A SIGN PERMIT

3'

Airbrushing, Swords And More...

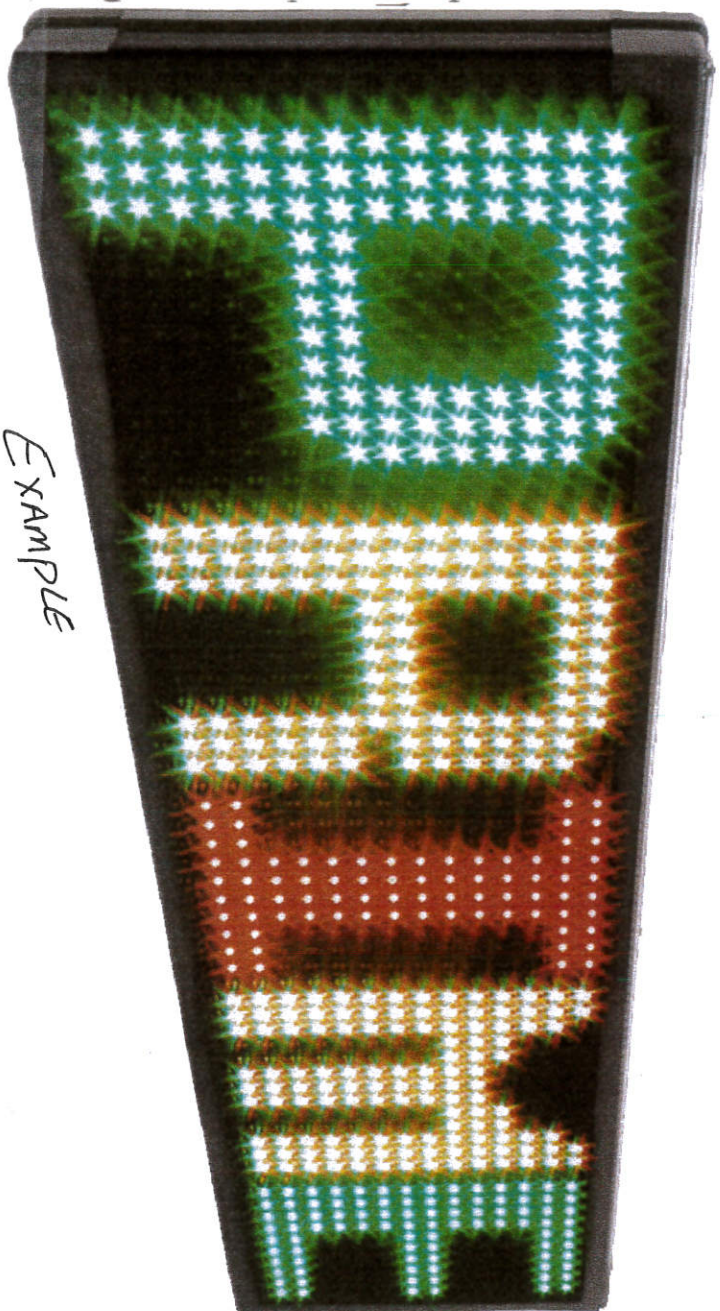


2'



SIGN APPLICATION	CITY OF HELEN PO BOX 280 HELEN, GEORGIA 30545 706-878-2733 buildingzoning@cityofhelen.org	PERMIT NUMBER _____ \$25.00 APPLICATION FEE \$75.00 PERMIT FEE (If approved) OCCUPATIONAL TAX # _____
NAME OF APPLICANT & BUSINESS JAMES A. CARRIGAN MINI GOLF	ADDRESS 8065 S. MAIN ST. STATE GA. ZIP 30545 PHONE 706-878-4653	CITY HELEN
NAME OF SIGN COMPANY	ADDRESS STATE ZIP PHONE	CITY TOTAL VALUE \$
TYPE () HANGING () MURAL () FREESTANDING (<input checked="" type="checkbox"/>) OTHER (SPECIFY)		
SIZE () 6 SQ. FT. WALKING AREA () 24 SQ. FT. DRIVING AREA () OTHER		
IS AN "OPEN", "CLOSED" SIGN BEING APPLIED FOR () YES () NO (MUST BE SAME COLOR AND DESIGN OF BUSINESS SIGN AND 6 X 12 INCHES OR SMALLER)		
SPECIAL JUSTIFICATION BY APPLICANT FOR SECOND SIGN, IF REQUIRED. 40" x 15" NEON SIGN "OPEN" VISABLE TO TRAFFIC. WILL BE LED LIGHTING.		
<ol style="list-style-type: none"> 1. THE HELEN CITY CODE, CHAPTER 34, ARTICLE VII, WHICH IS AVAILABLE AT CITY HALL FOR YOUR REVIEW, REGULATES THE DESIGN, ERECTION AND DISPLAY OF SIGNS IN THE CITY. 2. AN EXACT, TO SCALE, COLOR RENDERING OF THE PROPOSED SIGN, AND A SITE PLAN SHOWING THE LOCATION OF PROPOSED SIGN ON PROPERTY OR BUILDING MUST BE ATTACHED TO THIS APPLICATION AT TIME SUBMITTED. 3. APPLICATION MUST BE RECEIVED BY CITY HALL AT LEAST THREE (3) WORKING DAYS PRIOR TO THE MEETING DATE OF THE PLANNING AND DESIGN REVIEW BOARD. 4. DOUBLE FEE WILL BE CHARGED FOR SIGN(S) ERECTED WITHOUT AN APPROVED PERMIT. 5. PERMIT VALID FOR 90 DAYS TO COMPLETE APPROVED WORK FOR PERMITTED SIGN 		
STATEMENT BY APPLICANT: "I HAVE REVIEWED, UNDERSTAND, AND AGREE TO ABIDE BY THE PROVISIONS OF CHAPTER 34, ARTICLE VII OF THE CITY CODE." SIGNATURE _____ DATE _____		
FOR OFFICIAL USE ONLY -- DO NOT WRITE BELOW THIS LINE		
BOARD'S COMMENTS; CONDITIONS FOR APPROVAL; OR REASON FOR DENIAL: _____ _____ _____		
BOARD MEMBERS REVIEWING THE APPLICATION		
DATE:		
____ APPROVED		
____ DISAPPROVED		
FINAL INSPECTION: INSPECTORS NAME	DATE	DECAL #

PAYMENT OF OCCUPATIONAL TAX MUST BE MADE PRIOR TO APPLYING FOR A SIGN PERMIT



EXAMPLE

SIGN WILL READ "OPEN"