



# 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*

MARCH 9, 2021  
PLANNING AND DESIGN REVIEW BOARD  
MINUTES OF MEETING page 1

*706-878-2733—main*

*706-878-1655—fax*

The Planning and Design Review Board met on Tuesday, March 9, 2021 at Helen City Hall with Chairperson Helen Wilkins calling the meeting to order at 9:00am. Board members present were Linda McAllister, Chris Williams and David Greear.

*Building & Zoning:*

Approval of agenda; Motion to approve the agenda with the addition of a sign submittal was made by member Linda McAllister, 2nd by member Chris Williams.

*Darrell Westmoreland*

Motion approved by unanimous vote of members present.

*Chairman:*

Motion to approve the minutes from the November 5, 2019 meeting made by member Chris Williams, 2nd by Linda McAllister. Motion approved by all of members present.

*Helen Wilkins*

### SIGNS:

*Board Members:*

A. Wild Hogs BBQ requested approval for a 12 sq. ft. sign to replace the existing sign. Motion to approve was made by member David Greear, 2<sup>nd</sup> by member Chris Williams. Motion approved by a unanimous vote of members present.

*David Greear*

B. Christoff's Caramel Corn requested approval for a 2' x 8' banner to be placed on the fence behind building facing the river. After discussion a motion to approve was made by member Linda McAllister, 2<sup>nd</sup> by David Greear. Motion approved by unanimous vote of members present.

*Linda McAllister*

*Ralph Hofer*

*Mervin Barbree*

*Dona K. Burke*

*Chris Williams*

C. Cool River Tubing requested approval for a small directional sign to be placed at the entrance of the parking lot coming from S. Main Street. After discussion about recommending the size be 2' x 4' a motion was to approve was by member David Greear, 2<sup>nd</sup> by member Linda McAllister. Motion approved by unanimous vote of members present.

D. Dizzy Bear Gifts requested a variance for an additional "open" lite sign to be placed on the side of building due to the location of the building to Main Street. Chris Williams made the motion to send to commission with PDRB approval for a variance, 2<sup>nd</sup> by member David Greear. Motion approved by unanimous vote of members present.



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***Building & Zoning:***

***Darrell Westmoreland***

E. Bike Helen requested approval of their new sign and a variance to enlarge it to 30 sq. ft. to match existing signs due to the size of the store front. Linda McAllister made motion to approve sign and send to commission for variance, 2<sup>nd</sup> by David Greear. Motion approved by unanimous vote of members present.

**PLANS:**

***Chairman:***

***Catherine Cleiman***

A. Circle K, 7954 S. Main Street requested approval for the addition of a custom built storage to match the existing building. Motion to approve was made by member Chris Williams, 2<sup>nd</sup> by member Linda McAllister. Motion approved by a unanimous vote of all members present.

***Board Members:***

***David Greear***

***Linda McAllister***

***Ralph Hofer***

***Mervin Barbree***

***Helen Wilkins***

***Chris Williams***

B. Café International, 8546 S. Main requested approval for a 8' x 12' addition to the existing building. Motion to approve was made by member Linda McAllister, 2<sup>nd</sup> by member David Greear. Motion approved by a unanimous vote of members present.

David Greear made a motion that any building type over \$5000.00 have a rendering presented to the board with request. 2<sup>nd</sup> by Chris Williams. Motion approved by a unanimous vote of members present.

Discussion of asking the Commission to appoint Mervin Barbree to fill the vacant PDRB position.



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Motion to adjourn at 9:51am made by member David Greear, 2nd by member Linda McAllister. Motion approved by unanimous vote of members present.

**Building & Zoning:**

**Darrell Westmoreland**

**Chairman:**

APPROVED BY:

**Helen Wilkins**

*Helen Wilkins* Ap. 13, 2021  
CHAIRPERSON, Helen Wilkins DATE

**Board Members:**

**David Greear**

**Linda McAllister**

PREPARED BY

**Ralph Hofer**

*Darrell Westmoreland* 3/23/2021  
BUILDING AND ZONING DIRECTOR DATE  
Darrell Westmoreland

**Mervin Barbree**

**Dona K Burke**

**Chris Williams**