

# 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*

706-878-2733—main

706-878-1655—fax

Tuesday, May 15, 2018

PLANNING AND DESIGN REVIEW BOARD

### AGENDA

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

**Darrell Westmoreland**

1. Call meeting to order
2. Approval of agenda
3. Approval of Minutes from April 17, 2018

#### **Chairman:**

**Catherine Cleiman**

4. Signs:
  - A. America's Best Value Inn, 8288 S. Main St. Replacing the existing sign roof with new wood and shingles and adding a new stucco sign in place of the existing one.

#### **Board Members:**

**David Greear**

- B. Helen Water Park, 222 Edelweiss Strasse. Place new sign on the corner of Edelweiss and Brucken at the entrance to park.

**Ralph Hofer**

- C. Wildwood General Store, 52 River St. Replace the existing sign with a new double sided sign.

**Charlie Knowles**

**Linda McAllister**

#### **Plan Submittals:**

**Helen Wilkins**

- A. Wildwood General Store, 52 River Street. Requests to place a small Antique style mining exhibit in the corner of the stores outside area.

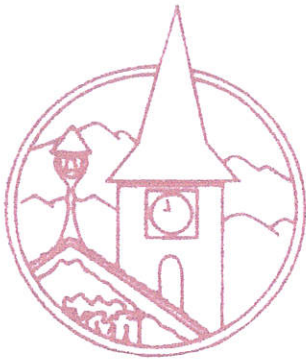
**Chris Williams**

#### **Special Events:**

- A. Yaarab Shriners, June 9, 2018. Request a permit for the parade and use of the Riverside park pavilion.

- B. Kirtan Festival, October 13, 2018. Request permit for the festival celebrating ancient culture of India with music, food and dance.

- C. Run Bum Tours LLC, December 15, 2018. Requests a permit for the Helen Holiday half Marathon.



# 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*

706-878-2733—main

706-878-1655—fax

MAY 15, 2018

PLANNING AND DESIGN REVIEW BOARD

### AGENDA ADDITION

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

**Darrell Westmoreland**

#### **SIGNS:**

1. Cowboys and Angels Tack Room, 60 Chattahoochee St. Chris Williams.  
Addition of sign.

**Chairman:**

**Catherine Cleiman**

2. Cowboys and Angels Restaurant, 60 Chattahoochee St. Chris Williams.  
Requests to add a mural to parking lot wall 10ft. x 25ft. and replace both  
existing exterior signs.

**Board Members:**

**David Greear**

3. The Loft Tavern and Grill, 69 Tannen Weg. Melissa Brooks. Replace the  
existing sign on front of building and add sign to back corner of deck.

**Ralph Hofer**

**Charlie Knowles**

4. Mind Escapes, 8160 S. Main Suite B-6, Place 24 sq. ft sign on exterior of  
building above the door.

**Linda McAllister**

**Helen Wilkins**

5. Bear Creek Lodge and Cabins, 219 Escowee Dr. Replace the old deteriorated  
sign with new sign at the corner Escowee and Ridge Rd.

**Chris Williams**

6. Discuss a design for a sign stating "NO COOLERS, FOOD CONTAINERS OR  
ALCOHOL CONTAINERS BEYOND PARKING LOT OR DESIGNATED AREA."  
Sign to be in English and Spanish.



# 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*

**706-878-2733—main**

**706-878-1655—fax**

May 15, 2018

PLANNING AND DESIGN REVIEW BOARD

MINUTES OF MEETING

Page 1

**Building & Zoning:**

**Darrell Westmoreland**

The Planning and Design Review Board met on Tuesday, May 15, 2018 at Helen City Hall with Chairperson Catherine Cleiman calling the meeting to order at 9:00 a.m. Board members present were Helen Wilkins, Charlie Knowles, Ralph Hofer, Linda McAllister and Chris Williams.

**Chairman:**

**Catherine Cleiman**

Approval of agenda: Motion to approve the agenda with the amendment of five (5) additional signs submittals and a request to discuss a sign recommendation was made by Helen Wilkins, 2nd by member Linda McAllister. Motion was approved by a unanimous vote of all members present.

**Board Members:**

**David Greear**

**Ralph Hofer**

**Charlie Knowles**

**Linda McAllister**

**Helen Wilkins**

**Chris Williams**

Motion to approve the minutes from the April 17, 2018 meeting was made by member Ralph Hofer, 2nd by member Helen Wilkins. Motion was approved by a unanimous vote of members present. Linda McAllister and Chris Williams abstained due to being absent from that meeting.

**SIGNS:**

A. "America's Best Value Inn", 8288 S. Main Street. Request to replace the existing signs roof and update the existing sign. Motion to approve was made by Chris Williams, 2nd by Linda McAllister. Motion was approved by all members present.

B. "Helen Water Park", 222 Edelweiss Strasse. Request to place a new sign at the parking lot entrance on Brucken Strasse. Motion to approve was made by member Ralph Hofer, 2nd by member Charlie Knowles. Motion was approved by all members present.

C. "Wildwood General Store" 52 River Street. Request to replace the existing sign with a new double sided one marking the parking lot and store entrance. Motion to approve was made by member Helen Wilkins, 2nd by member Ralph Hofer. Motion was approved by all 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*

706-878-2733—main

706-878-1655—fax

May 15, 2018

PLANNING AND DESIGN REVIEW BOARD

MEETING MINUTES

Page 2

**Building & Zoning:**

**Darrell Westmoreland**

**Chairman:**

**Catherine Cleiman**

**Board Members:**

**David Greear**

**Ralph Hofer**

**Charlie Knowles**

**Linda McAllister**

**Helen Wilkins**

**Chris Williams**

**SIGNS:**

D. "Cowboys and Angels Tack Room" 60 Chattahoochee Street. Requests to place a new sign on the adjoining building being opened as a souvenir shop, called the "Tack Room". Motion to approve was made by member Linda McAllister, 2nd by member Helen Wilkins. Motion was approved by all members present with member Chris Williams abstaining due to ownership.

E. "Cowboys and Angels" 60 Chattahoochee Street. request to replace the existing exterior signs and to paint a 10ft. x 25ft. mural on the parking lot side of building. Chairperson Catherine Cleiman requested this be treated as two separate requests. A motion to approve the first request, replacing the existing signs was made by member Ralph Hofer, 2nd by member Charlie Knowles. Motion was approved by all members present with Chris Williams abstaining due to ownership. After some discussion on the content of the mural requested, member Helen Wilkins made a motion to approve, 2nd by member Linda McAllister. Motion was approved by all members present with member Chris Williams abstaining due to ownership.

F. "The Loft Tavern and Grill", 69 Tannen Weg. Requests to replace the existing signs located on the front and back deck, with new name and logo. Motion to approve was by member Ralph Hofer, 2nd by member Linda McAllister. Motion was approved by all members present.

G. "Mind Escapes" 8160 S. Main Suite B-6. Request to place a 4ft x 6ft sign matching the existing approved sign on the exterior of the building. Motion to approve was made by member Chris Williams, 2nd by member Linda McAllister. Motion was approved by all members present.

H. "Bear Creek Lodge and Cabins" 219 Escowee drive. Requests to replace the existing sign due to deteriorating with new sign. After some discussion on the size and with the old existing sign being grandfathered in before the size ordinance was approved, A motion to approve the sign with the original size was made by member Ralph Hofer, 2nd by member Chris Williams. Motion was approved by all 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*

**706-878-2733—main**

**706-878-1655—fax**

May 15, 2018

### PLANNING AND DESIGN REVIEW BOARD MINUTES OF MEETING

**Building & Zoning:**

Page 3

**Darrell Westmoreland**

#### PLAN SUBMITTALS:

**Chairman:**

**Catherine Cleiman**

A. "Wildwood General Store" 52 River Street. Submitted plans for a small gem mining exhibit to be placed in the back corner of his parking area. The exhibit will allow for some small mining and fill the empty area. Motion to approve was made by member Helen Wilkins, 2nd by member Linda McAllister. Motion was approved by all members present.

**Board Members:**

**David Greear**

**Ralph Hofer**

**Charlie Knowles**

**Linda McAllister**

**Helen Wilkins**

**Chris Williams**

#### SPECIAL EVENTS:

A. "Yaarab Shriners", June 9, 2018. Requested a event permit for the Shriners parade and the use of the Riverside Park pavilion. member Ralph Hofer made the motion to approve the permit and a 2nd was made by member Helen Wilkins. Motion was approved by all members present.

B. "Kirtan Festival" October 13, 2018. Requested a permit for the festival celebrating the ancient culture of India. Motion to approve was made by member Ralph Hofer, 2nd by member Chris Williams. Motion was approved by all members present.

C. "Run Bum Tours" December 15, 2018. Requested a permit to host a Holiday Half Marathon. Sean with Run Bum Tours advised that the runners would enter the city via the Unicoi trail run the path to Pete's Park and then re-enter the trail to Unicoi. Motion to approve was made by member Helen Wilkins, 2nd by member Linda McAllister. Motion was approved by all 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

706-878-2733—main

706-878-1655—fax

May 15, 2018

PLANNING AND DESIGN REVIEW BOARD

MINUTES OF MEETING

**Building & Zoning:**

Page 4

**Darrell Westmoreland**

There was a discussion conducted at the request of the city Mayor to look at some types or a design of signs stating " NO COOLERS, FOOD CONTAINERS OR ALCOHOL CONTAINERS ALLOWED BEYOND PARKING LOTS OR ON CITY SIDEWALKS". After some discussion about the legalities the PDRB decided to refer this to the City Commission for action.

**Chairman:**

**Catherine Cleiman**

Under the rules of the Planning and Design Review Board, the term for Chairperson expired. The Chairperson Catherine Cleiman called for nominations to fill the position. Member Linda McAllister nominated Helen Wilkins for Chairperson. No other nominations or objections were made. Vote was called to elect Helen Wilkins as Chairperson and passed with a unanimous vote from all members present.

**Board Members:**

**David Greear**

**Ralph Hofer**

**Charlie Knowles**

**Linda McAllister**

**Helen Wilkins**

**Chris Williams**

Motion to adjourn was made at 10:24 a.m. by Member Ralph Hofer, 2nd by member Charlie Knowles. Motion was approved by all members present.

Approved by:

Catherine Cleiman  
Chairperson Catherine Cleiman

4/5/2018  
Date

Prepared by:

Darrell Westmoreland  
Darrell Westmoreland  
Building and Zoning Administrator

6-5-18  
Date