



# 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*

AUGUST 6, 2019  
PLANNING AND DESIGN REVIEW BOARD  
MINUTES OF MEETING PG 1

*706-878-2733—main*

*706-878-1655—fax*

### *Building & Zoning:*

*Darrell Westmoreland*

The Planning and Design Review Board met on Tuesday, August 6, 2019 at Helen City Hall with Chairperson Helen Wilkins calling the meeting to order at 9:01am. Board members present were Dona K Burke, Linda McAllister, Charlie Knowles and Chris Williams.

Approval of agenda; Motion to approve the agenda made by member Dona K Burke, 2nd by member Linda McAllister. Motion approved by unanimous vote of members present.

### *Chairman:*

*Helen Wilkins*

Approval of meeting minutes from the July 2, 2019 meeting: Motion to approve made by member Linda McAllister, 2nd by member Dona K Burke. Motion approved by unanimous vote of members present.

### *Board Members:*

*David Greear*

*Linda McAllister*

*Ralph Hofer*

*Charlie Knowles*

*Dona K Burke*

*Chris Williams*

## **SIGNS**

**A.** Café International requested approval to remove the menu board and hedges and replace with a new sign and landscaping. Motion to approve made by member Dona K Burke, 2nd by member Chris Williams. Motion approved by unanimous vote of members present.

**B.** Chocolate Factory, 8078 S. Main, requested approval for (1) sign 2' X 3' to be hung on the archway entrance. Motion to approve was made by member Chris Williams, 2<sup>nd</sup> by member Dona K Burke. Motion approved by unanimous vote of members present.

## **PLAN SUBMITTALS**

**A.** Cowboys and Angels, 60 Chattahoochee Street requested approval on plans submitted for an addition to match existing building. Motion to approve made by member Dona K Burke, 2nd by member Linda McAllister. Motion approved by unanimous vote of members present.



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AUGUST 6, 2019  
PLANNING AND DESIGN REVIEW BOARD  
MINUTES OF MEETING PG 2

706-878-2733—main

706-878-1655—fax

NO SPECIAL EVENTS SUBMITTED

**Building & Zoning:**

**Darrell Westmoreland**

Motion to adjourn at 9:35 am made by member Dona K Burke, 2nd by member Chris Williams. Motion approved by unanimous vote of members present.

**Chairman:**

**Helen Wilkins**

APPROVED BY:

**Board Members:**

**David Greear**

Helen Wilkins      Aug. 20, 2019  
CHAIRPERSON, Helen Wilkins      DATE

**Linda McAllister**

**Ralph Hofer**

PREPARED BY

**Charlie Knowles**

Darrell Westmoreland      Aug. 20, 2019  
BUILDING AND ZONING ADMINISTRATOR      DATE  
Darrell Westmoreland

**Dona K Burke**

**Chris Williams**