

**Meeting of the Planning Commission – Meeting Minutes**  
**Studio Theatre, Sandy Springs City Hall via Live Webinar and Teleconference**  
**March 19, 2025 at 6:00 p.m.**  
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**Meeting of the Sandy Springs Planning Commission was held on March 19, 2025 at 6:00 p.m. Chair Reed Haggard presiding.**

**I. Call to Order**

Chair Reed Haggard called the meeting to order at 6:02 p.m.

**II. Roll Call and General Announcements**

**Members Present:** Chair Reed Haggard, Member Robin Conklin, Member Karen Trylovich, Member Sherwin Clemons, Member Elizabeth Kelly, Member Andrea Settles

**Members Absent:** Vice Chair Andy Porter

**The Chair Reed Haggard welcomed the new Planning Commission member, Sherwin Clemens, to her first meeting.**

**III. Approval of Meeting Agenda**

**Motion and Vote:** A motion was made by **Member Karen Trylovich**, seconded by **Member Elizabeth Kelly** to approve the **March 19, 2025 Planning Commission Meeting Agenda**. The motion carried by a unanimous vote.

**IV. Approval of Meeting Minutes**

A. December 18, 2024 Planning Commission Meeting Minutes

**Motion and Vote:** A motion was made by **Member Andrea Settles**, seconded by **Member Karen Trylovich** to approve the **December 18, 2024 Planning Commission Meeting Minutes**. The motion carried by a unanimous vote.

**V. Cases**

**TA25-0001 (Floodway Encroachments)** - Encroachments are prohibited, including earthen fill, new construction, substantial improvements, accessory structures, fences or other development within the regulatory floodway.

*(Presented by: Matthew Anspach, Senior Planner, AICP)*

**Chair Reed Haggard** opened the public hearing for comments.

**Support**

None

**Opposition**

None

**Point of order:** Planning & Zoning Manager Michele McIntosh made a point of order to the chair to

opened the public hearing for comments and then to close the public hearing and open the floor for discussion.

**Chair Reed Haggard** clarified the point of order to open the public hearing, and confirmed that there were no public comment cards for a public discussion; then called for a motion on the case, and open the floor for discussion.

**Motion:** A motion was made by **Member Andrea Settles**, seconded by **Member Elezabeth Kelly** to approve **TA25-0001**. The motion carried by a unanimous vote.

**VI. Ongoing Business**

**VII New Business**

Election for Chair and Vice Chair

**Motion:** **Member Andrea Settles** made a motion to elect **Reed Haggard** for Chair and **Andy Porter** for Vice Chair, seconded by **Member Karen Trylovich**. The motion carried by a unanimous vote.

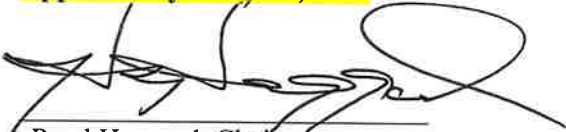
✱ **Chair Reed Haggard** requested that the board would like to have updated Planning Commission binders and name badges for the board.

**Planning and Zoning Manager, Michele McIntosh-Ross** thanked the members for attending the Retreat that was held on March 14, 2025. **Chair Reed Haggard** mentioned that during Chris Burnett's presentation, he appreciated seeing that among the projects that were coming into fruition, were cases that were heard by the Planning Commission.

**VIII. Adjournment**

**Motion and Vote:** A motion was made by **Member Sherwin Clemons**, seconded by **Member Robin Conklin**, to adjourn the meeting at 6:22 p.m. The motion carried by a unanimous vote.

**Approved by: June 18, 2025**

  
Reed Haggard, Chair

  
Samantha Brown, Planning & Zoning Clerk