



SANDY SPRINGS

GEORGIA

PLANNING COMMISSION

Reed Haggard, Chair
Andy Porter, Vice Chair
Robin Conklin
Elizabeth Kelly
Sherwin Clemons
Steve Leeds
Karen Trylovich

Wednesday, February 18, 2026

Regular Meeting

6:00 p.m.

The Planning Commission meeting will be held in the Studio Theatre at Sandy Springs City Hall
(1 Galambos Way, Sandy Springs, GA 30328).

Live-stream: www.SandySpringsGA.gov/Stream

Public Comment: <http://spr.gs/publiccomment>

I. Call to Order

II. Roll Call and General Announcements

III. Approval of Meeting Agenda

February 18, 2026 Planning Commission Meeting Agenda

IV. Approval of Meeting Minutes

October 22, 2025 Planning Commission Meeting Minutes
(Presented by: Samantha Brown, Planning & Zoning Clerk)

V. Cases

- A. **2026-001 TA-26-1 - (Development Code Edits)** — An Ordinance to amend the Development Code.
(Presented by: Matthew Anspach, Senior Planner)

VI. Ongoing Business

VII. New Business

Election for Chair and Vice Chair

VIII. Adjournment

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in a public meeting, or who have questions regarding the accessibility of the meeting or facilities should contact the City Clerk at 770-730-5600 promptly for assistance. The City will make reasonable accommodations for those persons.



SANDY SPRINGS

GEORGIA

P&Z STAFF REPORT

Planning Commission, February 18, 2026

Case: **TA26-0001 – Updates to the Development Code**
Staff Contact: Matthew Anspach (manspach@sandyspringsga.gov)
Report Date: February 13, 2026

PURPOSE

An Ordinance to amend the Development Code.

RECOMMENDATION

Department of Community Development

Staff recommend **Approval** of **Text Amendment TA-26-1**.

PROCESS

Planning Commission Hearing:
February 17, 2026

Mayor and City Council Hearing:
March 17, 2026

Sec. 6.1.2.B.3.e. & f.

Building Placement

The following proposed edit is one based on repeated requests over the years for Administrative Variances (AV). In fact, it is by far the most common AV request.

The proposed edit would allow more flexibility in locating appropriate placement of mechanical equipment in a context-sensitive, case by case manner. The proposal excludes louder, more impactful equipment such as a generator.

The effect increases flexibility from a maximum of 10% of any measurable standard (the limit of an AV), to up to 10 feet, so long as placement is no closer than 5 feet from a property line and suitable mitigation is attained.

3. Mechanical Equipment and Utility Lines

- a. In Protected Neighborhood Districts, mechanical equipment such as HVAC units and generators cannot encroach into any required setback.
- b. In Urban Neighborhood Districts, mechanical equipment may encroach up to 5 feet into a required rear setback, if such extension is at least 5 feet from the lot line. No encroachment into side building setbacks is allowed.
- c. In any zoning district, mechanical equipment cannot encroach into a setback where the property line abuts a property zoned RE- or RD- that is used for residential purposes.
- d. In any zoning district other than described above, mechanical equipment may encroach into a required setback, if such extension is at least 5 feet from the lot line.
- e. With the approval of the Director, an encroachment may be permitted for the installation of HVAC or pool equipment into side or rear setbacks of up to 10 feet, so long as placement is no closer than 5 feet from any property line and appropriate mitigative measures are taken. This provision does not include generators.
- f. In all instances, mechanical equipment must be screened (see Sec. 8.3.9) and may not be located between the primary building and a primary street, unless the lot meets the following exceptions.
 - i. Where the primary building has multiple offsets in the street-facing façade, mechanical equipment must be located at least 15 feet behind the frontmost street-facing façade.
 - ii. In Protected Neighborhoods where the primary structure is located more than 100 feet from primary street lot line, mechanical equipment can be located between the building and primary street so long as the equipment is screened with a masonry wall.

Div. 7.2.

Allowed Use Table

The proposed code edit below, to allow "Government facility" to be a permitted use in the Office Neighborhood district, staff views as an unintended omission. The District Intent Statement in Sec. 4.1.1. of the Development Code, states:

"The Office Neighborhood District is intended for office and related commercial uses. The district also allows for civic (uses)..."

Staff believes government facilities are an appropriate use in the district as they play a key role in the community's identity, ability for efficient dispersal of various public services, and potential civic engagement and educational opportunities.

Div. 7.2. Allowed Use Table

Allowed Use Table	Protected Neighborhood Districts				Urban Neighborhood Districts				Corridor & Node Districts								Perimeter Center Districts			Definition/Standards	
	RE	RD	PK	CON	RU	RT	RM	RX	DN-	DN	CX-	SX-	TX-	CS-	IX-	CC-	NEX-	PR-	PX-		PM-
Use Category:																					
Specific Use																					
Public and Civic Uses																					
Civic																				Sec. 7.4.1	
College/university	—	—	—	—	—	—	—	—	—	P	P	—	P	P	P	P	—	—	P	P	Sec. 7.4.1 B
Government facility	C	C	P	P	C	C	C	C	—	P	P	P	P	P	P	P	P	C	P	P	Sec. 7.4.1 D

Sec. 7.3.1.G.3.d. & G.2.b.

Multi-Unit

The code edit below is not a material one but simply an edit to the sequence or order of the regulations dealing with Multi-Unit developments' minimum commercial requirements. Staff proposes moving one of the lines (d.) in Subsection G.3. back one section to the preceding G.2. Below shows the deletion of line d. while the insertion of the same line into the preceding section is found on the following page.

~~d.—The following districts require a minimum amount of commercial-active space (Sec. 6.6.2.E.) and commercial-ready space (Sec. 6.6.2.F.) for street-facing portions of the Multi-unit development. The commercial-ready space must be a minimum of 25' deep when measured from the building façade into the interior of the building. The Director may vary the requirement based on the balance of commercial uses surrounding the site. Active Commercial requirements may agglomerate in centralized locations over a development and do not need to meet the standard at each building.~~

Ground Level Street Frontage Use Requirement			
District	Must be active commercial	Must be commercial ready (up to half of which may be leasing and amenity)	Percent which may be residential only
GX	8%	32%	60%
SX	10%	40%	50%
TX	10%	40%	50%
GS	10%	40%	50%
IX	12%	48%	40%
GG	10%	40%	50%
PX	12%	48%	40%
PM	8%	32%	60%

(Insertion of former line d. into G.2.)

2. **Basic Use Standards**

- a. In addition to any storage space available within a particular residential unit, any multi-unit project with over 20 units must provide a minimum of 16 square feet of additional storage area, with a minimum height of 8 feet, for each residential unit. The storage space must be internal to the residential building or within an associated parking structure.
- b. The following districts require a minimum amount of commercial-active space (Sec. 6.6.2.E.) and commercial-ready space (Sec. 6.6.2.F.) for street-facing portions of the Multi-unit development. The commercial-ready space must be a minimum of 25' deep when measured from the building façade into the interior of the building. The Director may vary the requirement based on the balance of commercial uses surrounding the site. Active Commercial requirements may assemble in centralized locations over a development and do not need to meet the standard at each building.

<u>Ground Level Street Frontage Use Requirement</u>			
<u>District</u>	<u>Must be active commercial</u>	<u>Must be commercial ready (up to half of which may be leasing and amenity)</u>	<u>Percent which may be residential only</u>
<u>CX</u>	<u>8 %</u>	<u>32 %</u>	<u>60 %</u>
<u>SX</u>	<u>10 %</u>	<u>40 %</u>	<u>50 %</u>
<u>TX</u>	<u>10 %</u>	<u>40 %</u>	<u>50 %</u>
<u>CS</u>	<u>10 %</u>	<u>40 %</u>	<u>50 %</u>
<u>IX</u>	<u>12 %</u>	<u>48 %</u>	<u>40 %</u>
<u>CC</u>	<u>10 %</u>	<u>40 %</u>	<u>50 %</u>
<u>PX</u>	<u>12 %</u>	<u>48 %</u>	<u>40 %</u>
<u>PM</u>	<u>8 %</u>	<u>32 %</u>	<u>60 %</u>

Sec. 8.4.4.C.2.

Window Signs

The following edit is a technical update. Staff believes that the nomenclature that neon signs are only those made of luminous gas-discharge tubes is no longer sufficient to appropriately regulate window signage. "Neon" signs are now considered those signs created with LED and other modern technology and material that often promote words and symbols vibrantly, with mostly primary or neon colors.

Staff proposes to generally acknowledge this in the following section.

Sec. 8.4.4. Signs Not Requiring a Permit

The following types of signs do not require a sign permit from the City. An electrical and/or building permit may still be required.

- A. **Public Interest Signs** Signs of public interest, erected by or on the order of a public officer in the performance of their duty, such as public notices, safety sign, danger signs, trespassing signs, traffic and street signs, memorial plaques and signs of historical interest.
- B. **Signs Not Visible** Any sign internal to a development and not visible from a street or neighboring property.
- C. **Window Signs**
 - 1. A sign installed inside a window for purposes of viewing from outside the premises. Signs must not exceed 25% of the window area.
 - 2. An exposed neon or similar LED "open sign" window sign stating "open" that is not greater than 5 square feet in area and limited to 1 per establishment (included in 25% sign area).

Sec. 8.4.22.C.3. & C.4.

Sign Illumination

Similar to the previous proposed code edit for Sec. 8.4.4., staff believes that sign illumination regulations need clarity on what neon signs and/or "open signs" are, and what they may be comprised of.

- C. **Internal Illumination**
 - 1. Channel letters may be internally lit or back-lit.
 - 2. For internally illuminated signs on a background, the background must be opaque and a contrasting color.
 - 3. Neon or similar LED window "open signs" stating "Open" are allowed in windows as specified in Sec. 8.4.4 C.
 - 4. Light emitting diodes (LED)'s are allowed as a light source in a manner that the LED is behind acrylic, aluminum or similar sign face and returns in such a manner that the LED modules are not visible from the exterior of the sign. Exposed neon tubing and signs containing words or symbols shaped or formed directly from neon tubes, LED lighting, or similar illuminating devices are prohibited

DEPARTMENT OF COMMUNITY DEVELOPMENT RECOMMENDATION

Staff recommends **Approval** of **Text Amendment** TA-26-1, An Ordinance to amend the Development Code.

Development Code Edits TA-26-1

Planning Commission

February 18, 2026



SANDY SPRINGS™

GEORGIA

Article 6

Sec. 6.1.2.B.3.e. & f. Building Placement

- **Number One Most Requested Admin Variance**

- Staff often uses this metric to help determine updates to the Code
- The update would allow the Director more flexible discretion than the 10% given with Admin Variances, allowing for case by case context to be used
- No less than 5 feet of setback for placement, in any situation

- 3. **Mechanical Equipment and Utility Lines**

- a. In Protected Neighborhood Districts, mechanical equipment such as HVAC units and generators cannot encroach into any required setback.
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Article 7

Div. 7.2. Allowed Use Table

- Government Facility in Office Neighborhood**

- Government facilities are currently not listed as permitted in Office Neighborhood
- The District Intent encourages Civic Uses
- This corrects an omission

Div. 7.2. Allowed Use Table

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Public and Civic Uses																					
Civic																					Sec. 7.4.1
College/university	—	—	—	—	—	—	—	—	—	P	P	—	P	P	P	P	—	—	P	P	Sec. 7.4.1 B
Government facility	C	C	P	P	C	C	C	C	<u>P</u>	P	P	P	P	P	P	P	P	C	P	P	Sec. 7.4.1 D

Sec. 7.3.1.G.3.d. and G.2.b. Multi-Unit

- Re-Ordering of Existing Commercial Requirements**

- The existing commercial requirement layout for Multi-Unit development reads in a confusing layout or order
- This change clarifies the Code without changing anything materially

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Article 8

Sec. 8.4.4.C.2.

Window Signs

- **Editing referenced section to be consistent with Sec. 8.4.3.**
 - “Open signs” are considered a category unto themselves and are clarified as to not be lumped in with generally exposed LED or other neon type signs

Sec. 8.4.4. Signs Not Requiring a Permit

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 2. An exposed neon or similar LED “open sign” ~~window sign stating “open”~~ that is not greater than 5 square feet in area and limited to 1 per establishment (included in 25% sign area).

Sec. 8.4.22.C.3 and C.4. Sign Illumination

- **Clarifying tubed or LED lighting allowance**

- Neon signs are no longer created with conventional bulbs but a proliferation of LED alternatives

C. Internal Illumination

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2. For internally illuminated signs on a background, the background must be opaque and a contrasting color.
3. Neon or similar LED window "open signs" stating "Open" are allowed in windows as specified in Sec. 8.4.4 C.
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Mayor & City Council – Public Hearing

Tuesday, March 17, 2026