

Meeting of the Sandy Springs Planning Commission was held on October 22, 2025 at 6:00 p.m.

Chair Reed Haggard presiding.

I. Call to Order

Chair Reed Haggard called the meeting to order at 6:06 p.m.

II. Roll Call and General Announcements

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

Note: At 6:07 p.m. **Chair Reed Haggard** acknowledged that **Member Andrea Settles** was present for the meeting.

III. Approval of Meeting Agenda

Motion and Vote: A motion was made by **Member Karen Trylovich**, seconded by **Member Andrea Settles** to approve the **October 22, 2025 Planning Commission Meeting Agenda**. The motion carried by a unanimous vote.

IV. Approval of Meeting Minutes

Motion and Vote: A motion was made by **Member Elizabeth Kelly**, seconded by **Member Sherwin Clemons** to approve the **August 20, 2025 Planning Commission Meeting Minutes**. The motion carried by a unanimous vote.

V. Cases

- A. U-25-2 – 6344 Roswell Road** – Request for a Conditional Use Permit to allow for a drive-through facility in the CX-3 zoning district for a bank.
(Presented by: LaQuita Williams, Planner II)

Chair Reed Haggard opened the public hearing for comments.

Support

1. Danni Blumenthal (Applicant - Gaskin & Lecrew) – 1266 Powder Springs Road, Marietta, Ga

Opposition

None

Chair Reed Haggard closed the public hearing and opened the floor for discussion.

Motion:

A motion was made by **Andrea Settles** to approve with Staff's conditions, and was seconded by **Elizabeth Kelly**.

Discussion:

Vice Chair Andy Porter asked to confirm that the final site plan referenced in the package and as part of the recommendations, had incorporated the comments by the City Engineers and all other Staff's comments. **Robyn Conklin** added that that was also her question.

Planner II LaQuita Williams responded yes.

Chair Reed Haggard asked for clarity on the recommended approval condition as it referenes the site plan, but it doesn't specifically specify that it must be a bank.

Planner II LaQuita Williams responded that the verbiage included in the presentation reflects the intended language and use that states **at a bank**.

Member Andrea Settles had follow up questions for Staff and the Attorney to make certain that while the approval recommendation conditioned to the site plan is intended to limit the use that would utilize the drive-through would be for a bank only.

Senior Planner Matthew Anspach and the Attorney William Hansard confirmed that the motion could include additional language to limit the use of the drive-through as an accessory use to a bank as well as being conditioned to the site plan.

Member Sherwin Clemons asked for clarity about the expiration of the previous drive-through at the previous bank.

Senior Planner Matthew Anspach explained that drive-through use in certain zoning districts became permissible only by conditional use permit (CUP) with the 2017 code, and that existing, operable drive-throughs within those districts were allowed to continue operations so long as there were not a lapse in continuous use for 12 months or more. A 12-month or greater laps would constitute by code "prima facia evidence of abandonment, and the use would no longer be considered "legal nonconforming," only to be reinstated via a CUP.

Vice Chair Andy Porter had concerns about the parking layout of the site.

Senior Planner Matthew Anspach stated that there are going to be improvements with the proposed development that were recommended by the City Engineer.

Member Andrea Settles asked if the city were requiring them to move the building forward and if the city was allowing parking to remain in the front of the building?

Senior Planner Matthew Anspach stated that the building would remain where it is since they are not expanding the footprint, it falls under the legal nonconforming structure code.

Chair Reed Haggard asked from a procedural standpoint, if **Member Andrea Settles** wanted to revise her motion, do we need to do anything?

Assistant City Attorney William Hansard confirmed that if she wants to revise her motion she can.

Motion and Vote: A revised motion was made by **Member Andrea Settles**, seconded by **Member Sherwin Clemons** to **approve U-25-2 specifically for a bank** and with staff's conditions. The motion was **five (5) in favor** (Member Elizabeth Kelly, Member Andrea Settles, Member Sherwin Clemons, Member Karen Trylovich, Member Robin Conklin) and **one (1) opposed** (Vice Chair Andy Porter) the motion was **approved**.

VI. Ongoing Business

Planning & Zoning Manager Michele McIntosh-Ross mentioned that there will be a rezoning case for November.

VII. New Business

Vice Chair Andy Porter asked about adjusting the code related to *drive thru* drive-throughs.

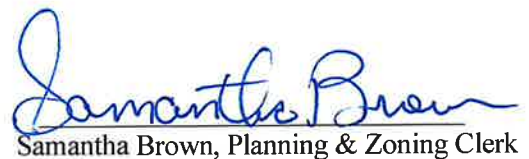
Planning & Zoning Manager Michele McIntosh-Ross suggested that maybe there can be a discussion during the Comprehensive Plan process.

VIII. Adjournment

Motion and Vote: A motion was made by **Member Sherwin Clemons**, seconded by **Member Karen Trylovich**, to adjourn the meeting at 6:33 p.m. The motion carried by a unanimous vote.

Approved by: February 18, 2026


Reed Haggard, Chair


Samantha Brown, Planning & Zoning Clerk