

**Meeting of the City of Sandy Springs Board of Appeals – Meeting Minutes**  
**June 3, 2026 at 6:00 p.m.**  
**Studio Theatre Sandy Springs City Hall and via Live Webinar and Teleconference**  
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**Meeting of the Sandy Springs Board of Appeals was held on June 3, 2026 at 6:00 p.m.**

**Chair Sherri Allen presiding.**

**I. Call to Order**

**Chair Sherri Allen** called the meeting to order at 6:00 pm.

**II. Roll Call and General Announcements**

**Members Present:** Chair Sherri Allen, Vice Chair Justin Sparano, Board Member Susan Maziar, Board Member Jason Bodwell, Board Member Kim Gay, Board Member Jeff Howe

**Absent:** Board Member Nathan Kongthum

**III. Approval of Meeting Agenda**

**Motion and Vote:** A motion was made by **Board Member Jeff Howe**, seconded by **Board Member Jason Bodwell** to **approve** the agenda for the **June 3, 2026** meeting. The motion carried by a unanimous vote.

**IV. Approval of Meeting Minutes**

**Comments:**

**Chair Sherri Allen** made mention of a typo in section **VI. Ongoing Business** of the word “manager”.

**Motion and Vote:** A motion was made by **Board Member Jason Bodwell**, seconded by **Board Member Jeff Howe** to **approve** the meeting minutes from the **April 8, 2026** meeting. The motion carried by a unanimous vote.

**V. Cases**

**V-26-19 – 6565 Williamson Drive** – Request for relief from Div. 9.2.3.A.2., Sec. 7.3.1.D., and Sec. 7.8.24. to allow an accessory structure to encroach into the 20-foot side, 35-foot rear, and 75-foot impervious surface setbacks and exceed the minimum height.

*(Presented by LaQuita Williams, Planner II)*

**Chair Sherri Allen** stated that **Board Member Nathan Kongthum** had recused himself from the case due to a conflict of interest.

**Chair Sherri Allen** opened the public hearing for comments.

**Support**

1. James McConnell (with Georgia ADU on behalf of applicant) – 465 Glenwood Place
2. Duane Tolson –(Homeowner) - 6565 Williamson Drive, Sandy Springs

**Opposition**

1. Neil Cohen – 705 Glengate Place, Sandy Springs
2. Susan Kicak- 6449 Cherry Tree Lane, Sandy Springs
3. Laura Spence – 6497 Cherry Tree Lane, Sandy Springs
4. Paul Plsek – 650 Carriage Drive, Sandy Springs
5. Samuel Britt (spoke via zoom)- 6585 Williamson Drive, Sandy Springs

**Chair Sherri Allen** closed the public hearing and opened the floor for discussion.

**Discussion:**

**Chair Sherri Allen** made a statement explaining the guidance provided by the development code and discussed how the Board applies those standards when making decisions on variance requests.

**Board Member Jeff Howe** asked whether, with respect to the required buffers, the Board had the authority at this level to consider measures that would help minimize the impact on the neighboring property across the street. He further stated that this should be considered when evaluating the variance request.

**Chair Sherri Allen** asked the question to the applicant if there were other areas considered on the property.

**James McConnell (with Georgia ADU on behalf of applicant)** stated no and that every other part of it was completely within the 75-foot stream buffer and to ask for a different variance would only put them in the same position but even further into the stream buffer.

**Chair Sherri Allen** asked if there was any consideration regarding the height?

**James McConnell (with Georgia ADU on behalf of applicant)** explained the height is for 24-feet which if they were in the setback that a variance wouldn't be needed and stated because they are requesting a similar guest house as the main house is the reason they are asking for the same height in the requested.

**Chair Sherri Allen** asked the question to staff if the required setback specified in the development code as 15 feet?

**Planner II LaQuita Williams** explained what is stated in the development code regarding the buildable area and setbacks.

**Chair Sherri Allen** asked the applicant if they considered less height.

**James McConnell (with Georgia ADU on behalf of applicant)** stated that they did consider and wanted to see if the design and footprints were possible.

**Chair Sherri Allen** commented on the opposition's concerns and asked if the applicant spoke with any experts?

**James McConnell (with Georgia ADU on behalf of applicant)** stated that he spoke with Water Shed and talked about the possibility of connecting to the existing septic which is in the front yard. They would have to go through the stream to connect and stated that it is possible and is beyond ideal aside that they would have to improve the septic itself, which he would have to figure out, if it's possible with the current buffers. As far as environmental studies are concerned, they are open to exploring different options.

**Board Member Susan Maziar** made a comment that the Chief Environmental Officer did not make a comment and that it would've been appreciated and helpful considering the stream buffers. She also goes on to say that it would be nice if there had been a meeting with the applicant and the surrounding neighbors.

**Board Member Jason Bodwell** wanted the applicant to clarify the septic.

**James McConnell (with Georgia ADU on behalf of applicant)** explained the different proposed connections and where it would go.

**Board Member Jason Bodwell** stated, looking at the plans, he noticed a pathway that goes to the adjacent neighborhood and thought it was a retention pond.

**James McConnell (with Georgia ADU on behalf of applicant)** confirmed that it goes up to the cul-de-sac.

**Board Member Jason Bodwell** asked if the community uses it?

**James McConnell (with Georgia ADU on behalf of applicant)** confirmed that they do.

**Board Member Jeff Howe** wanted to confirm how the topography of the lot that goes down the stream and then it goes back up. He wanted to know if the existing septic would connect if it were in the front yard?

**James McConnell (with Georgia ADU on behalf of applicant)** explained that it would go downhill and then back up.

**Planner II LaQuita Williams** stated that staff have put conditions on the buildable areas and if the applicant exceeds those stipulations, then they would have to come back to the board to expand those stipulations.

**Motion and Vote:** A motion was made by **Vice Chair Justin Sparano**, seconded by **Board Member Jeff Howe** to **approve V-26-19** with staff recommendations and the following conditions:

1. The accessory structure shall not exceed 20 feet in height.
2. The construction shall be substantially consistent with the site plan provided by the applicant.
3. A vegetative buffer shall be installed as required by the Sandy Springs Deputy Building Official.

**Vote:** The motion passed by a unanimous vote.

#### **VI. Ongoing Business**

#### **VII. New Business**

**Planning and Zoning Manager Michele McIntosh-Ross** mentions that there will not be a July meeting.

#### **VIII. Adjournment**

**Motion and Vote:** A motion was made by **Vice Chair Justin Sparano**, seconded by **Board Member Jeff Howe**, to adjourn the meeting at 6:50 p.m. The motion carried by a unanimous vote.

**Approved: August 5, 2026**



Sherri Allen, Chair



Samantha Brown, Planning & Zoning Clerk