

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Agenda

Wednesday, February 11, 2026

4:00 PM

2nd Floor Conference Room

Tree Preservation Board

Charlotte Osborn, Chair
Charlie Riehm, Board Member
Hayne Thompson, Board Member
Terry Sutton, Board Member
Michelle Osborne, Board Member

A. Call to Order**B. Presentation of previous meeting minutes for acceptance and acceptance of the agenda as presented for the scheduled meeting.**

[Tree Preservation Board – Regular Meeting – Jan 14, 2026, 4:00 PM](#)

C. Ongoing Business**Honoring Landmark/Historic Trees in Norcross:**

Update on the “Distinctive Tree Registry.” Any submissions by Norcross citizens?

Revised Tree Ordinances:

Bruce to update us on the Tree Ordinance changes progress with City staff. The TPB has not seen the **complete list of requested ordinance updates and changes.**

Downtown Norcross Parking Improvements:

An update with Bruce regarding the TPB’s request for inclusion on the Design Committee and the reception by the Columbia Design Committee on the submitted TPB’s design analysis and improvement recommendations.

Tree Bank:

Updates from Bruce on current debits and credits to the Tree Bank.

City Newsletter “Tree Talk” Articles:

Terry as submitted the March article” How Do We Ensure the Trees We Protect Today Thrive Tomorrow? Michelle will write the April submission and Hayne the May submission.

Expanding TPB Responsibilities:

Bruce has asked us to consider and discuss requesting a name change of the TPB to “Tree and Landscape Board.” This would be a major change to the scope and makeup of the TPB and will require thought and discussion among our members. We would still like Hunter to give input/suggestions on just how we can support his landscaping endeavors around the City. Perhaps Bruce can give us priorities and ideas on what needs the TPB could give the City regarding landscaping.

Arbor Day Celebration Plans:

Our Georgia Arbor Day celebration will be held this year at Stripling Elementary School on Atlantic Blvd. on February 19th beginning at 10:00 p.m. Michelle and Charlotte will discuss all of the arrangements. Please plan to attend.

Tree Removal Assistance Program:

The Georgia Arborist Association has announced they have been awarded funding to launch a statewide initiative aimed at improving community safety and resilience by assisting eligible homeowners with tree removal and replanting. Norcross apparently does not qualify for this program. Michelle to update.

Piedmont Pathway Town Hall Meeting:

A town hall meeting was scheduled for Tuesday, Jan. 27th from 6:00 to 8:00 pm at the Cultural Arts and Community Center to collect community input on this county-planned trail development in Norcross. Did anyone from the TPB attend? Update?

D. New Business

Swenson Brown Forest Preserve:

On Jan. 16th several members of Public Works, TPB, and PG&T met at Swenson Brown Forest Preserve to walk the property to assess the condition of the lake (now to be called Ruby Pond?), the old dam and spillway, and the condition of the approximate 5 ½ acres of forest. Amir (City Engineer) noticed that the lake was decreasing in size and had drawn away from the dam thus posing no immediate danger. There is no access to the acreage or the pond except through private property (Connie Weathers driveway) and it was agreed that if a walking trail was to be constructed a footbridge from Longview Dr. was a necessary first step. There is some question as to who would be stewards of this forest preserve. TPB or PG&T?

Community Development Playbook:

On Feb. 3rd a meeting was called by Helen and Tracy to discuss "PGT and TPB Coordination." Terry, Charlotte, Tixie, Helen, Tracy, and Eric attended. Terry presented his idea for a Community Development Playbook as a practical, public-facing guide that explains how development proposals move through Norcross's review system – linking the Comprehensive Plan, the UDO, and the development review process into one clear visual framework. Terry to explain further how this concept would work.

Arboretum/Earth Day Event:

Discuss ideas for an Arboretum event at Pinnacle Park. April 22nd is Earth Day this year. Apparently we have a budget of \$1,850 for this event.

E. Johnson Dean Business

Invasive Species Removal:

This work is ongoing in Pinnacle Park as well as JD.

Johnson Dean Expansion:

A meeting was scheduled on Tuesday, Jan. 20th, at 1:00 p.m. at the Episcopal Church to discuss the Appraisal Report and Norcross's offer for the purchase of the 3 acres of church property to expand JD Forest Preserve. Len Housley, Mike Jones, Charlie Riehm, Charlotte Osborn, Rev. Edgar Otero, Matthew Tuel, and Aurore Murphy attended. Rev. Otero reported to everyone that the diocese has turned down Norcross's offer of \$60,000. Rev. Otero said that the responsible members of diocese had not been out to actually see the property in question and perhaps their stance would change after observing the actual existing conditions.

New Development Threatening Excessive Storm Water in Creek:

It is apparent that the development of the two new homes on Barton and Buchanan St. will proceed as the developer has planned. No solutions for the additional storm water that will result into JD creek from the two 5,000 SF impermeable surfaces has been put forward by the City.

F. ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA

G. Adjourn

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Wednesday, January 14, 2026

4:00 PM

2nd Floor Conference Room

Tree Preservation Board

Charlotte Osborn, Chair
Charlie Riehm, Board Member
Hayne Thompson, Board Member
Terry Sutton, Board Member
Michelle Osborne, Board Member

A. Call to Order

The meeting was called to order at 4:10 pm by Chair Charlotte Osborn.

Attendee Name	Title	Status	Arrived
Charlotte Osborn	Chair	Present	
Charlie Riehm	Board member	Present	
Terry Sutton	Board member	Present	
Hayne Thompson	Board member	Absent	
Michelle Osborne	Board member	Present	

B. Presentation of previous meeting minutes for acceptance and acceptance of the agenda as presented for the scheduled meeting.

Approval of the meeting minutes of the December 10, 2025, Regular Tree Preservation Board meeting.

RESULT: APPROVED [UNANIMOUS] 4-0

MOVER: Michelle Osborn, Board member

SECONDER: Terry Sutton, Councilmember

AYES: Osborn, Riehm, Sutton, Osborne

ABSENT: Hayne Thompson

C. Ongoing Business

“Distinctive Tree Registry” of Norcross:

Charlie reported only one tree added last month, from Bruce. Hoping for more from the January Tree Talk article and TPB members.

Revised Tree Ordinances:

No update available. The TPB has still not seen the list of requested ordinance updates and changes.

Downtown Norcross Parking Improvements:

Len has received a 20 Year Tree Canopy Coverage study done by Columbia Engineering, and at the 1/20 Policy Meeting, he will present TPB’s request for inclusion on the Design Committee and the submitted TPB’s design analysis and improvement recommendations.

Beaver Ruin Roadside Crape Myrtle Plantings:

Charlotte has asked to arrange a meeting with Robert Michener, the new Executive Dir. of the Gateway 85 CID, to coordinate with them on future landscaping improvements within Norcross.

Tree Bank:

No update on current debits and credits to the Tree Bank.

City Newsletter “Tree Talk” Articles:

Charlotte has submitted the February article: Trees Are Vital To Clean Water. Terry will write the March article and Michelle the April one.

Expanding TPB Responsibilities:

Bruce has asked us to consider and discuss requesting a name change of the TPB to “Tree and Landscape Board.”

We would still like Hunter to give input/suggestions on just how we can support his landscaping endeavors around the City. Bruce has been asked for a list of priorities/projects that the TPB board can work on with regard to landscaping.

TPB Agendas:

TPB plans to continue writing the TPB’s monthly meeting agendas.

D. New Business**Arbor Day Celebration Plans:**

Our Georgia Arbor Day celebration will be held this year at Stripling Elementary School on Atlantic Blvd. on February 19th, beginning at 10:00 p.m. Michelle and Charlotte will discuss all of the arrangements. Please plan to attend.

Tree Removal Assistance Program:

The Georgia Arborist Association has announced they have been awarded funding to launch a statewide initiative aimed at improving community safety and resilience by assisting eligible homeowners with tree removal and replanting. Discuss how Norcross can become a part of this program.

Piedmont Pathway Town Hall Meeting:

A town hall meeting is scheduled for Tuesday, Jan. 27th from 6:00 to 8:00 pm at the Cultural Arts and Community Center to collect community input on this county-planned trail development in Norcross.

Community Development Board Training:

A four-hour training session on “How To Run An Effective Meeting” is being proposed by Helen to all Norcross citizen boards. TPB members have requested Helen Balch to make constructive suggestions on our meetings in lieu of a 4-hour training session.

E. Johnson Dean Business**Front Entrance Completion:**

A ribbon cutting ceremony with TPB members, City staff and many citizens was held on Dec. 11th at JD Forest Preserve. The landscaping was completed in time with more flowers to come in the spring. Thank you, Public Works and Hunter Rawls! This completed a 4-year project headed by TPB Chairman Charlotte Osborn.

Invasive Species Removal:

This work has begun in Pinnacle Park as well as JD.

Johnson Dean Expansion:

A meeting is scheduled on Tuesday, Jan. 20th, at 1:00 p.m. at the Episcopal Church to discuss the Appraisal Report and Norcross’s offer for the purchase of the 3 acres of church property to expand JD Forest Preserve. Len Housley, Mike Jones, Charlie Riehm, Charlotte Osborn, Rev. Edgar Otero,

Matthew Tuel, and Aurore Murphy will be attending.

New Development Threatening Excessive Storm Water in Creek:

Developer has requested to remove the retaining wall along Barton St. in order to install a driveway to a new home development. He plans to add two 5,000 sf (impervious surface) structures – one facing Buchanan and one facing Barton. The partial removal of the retaining wall and multiple existing trees will increase storm water drainage into JD creek substantially. This is on the agenda for the M&CC meeting scheduled for Jan. 20th.

F. ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA

G. Adjourn

Michelle Osbourne motioned to adjourn the meeting at 5:17 pm, seconded by Terry Sutton. The vote was unanimous, 4-0.