

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Wednesday, April 9, 2025
4:00 PM

2nd Floor Conference Room
Tree Preservation Board
Charlotte Osborn, Chair
Charlie Riehm, Board Member
Terry Sutton, Board Member
Hayne Thompson, Board Member
Michelle Osborne, Board Member

A. Call to Order by Chair Charlotte Osborn

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

The Tree Preservation Board meeting was called to order at 4:00 PM by Chair Charlotte Osborn

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

Tree Preservation Board - Tree Preservation Board - Mar 12, 2025 4:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Terry Sutton, Tree Board Member
SECONDER:	Hayne Thompson, Tree Board Member
AYES:	Charlotte Osborn, Terry Sutton, Hayne Thompson
ABSENT:	Charlie Riehm, Michelle Osborne

C. OLD BUSINESS

Tree Talk Newsletter Article:

Charlie has submitted the planned May Newsletter article entitled “Mulching Your Trees for a Healthy Landscape.” Bruce has requested to take over the responsibility of the Tree Talk newsletter articles for the next several months. Due to the planned work to remove a large number of ROW trees he wants to use this venue to provide information to the community.

Pinnacle Park Tree Arboretum Ribbon Cutting Ceremony:

Charlotte encouraged all members of the TPB to attend the ribbon cutting ceremony for the Arboretum on April 25th at 2:00 p.m. The TPB members are officially the Board of Directors for the Arboretum. Charlotte reported the Zoom call with herself, Mina with Accent Creative, Hunter, Bruce, and Public Works where a schedule of events was worked out. We anticipate Trees Atlanta representatives, David Long with the GA Forestry Commission, and other Gwinnet County dignitaries to be in attendance with Mayor Craig as our primary speaker.

Honoring Old Landmark/Historic Trees in Norcross:

Bruce reported that Michelle provided a link to the Georgia Tree Council’s program of Landmark & Historic Tree registers. It is requested Charlie look closer at this to provide specific language. Bruce also asked the question should the classification be limited to trees in Historic Norcross only or should it be community wide.

Revised Tree Ordinances:

Bruce thanked everyone for their updates on the Tree Related Questions for the Ordinance Revisions sheet he provided at the last meeting. He has requested that the TPB members complete their comments on the proposed revisions (marked in yellow) noted on their copies of the Norcross UDO Trees and Landscape REVISIONS DRAFT and turn them back into him as soon as possible.

Betty Mauldin Park and DDA Properties on Wingo St.

Bruce discussed what he knew regarding the development of the two DDA purchased houses on Wingo St. and his recommendations to save as many trees as possible.

Gateway Tree Planting at N'Ptree and Medlock Bridge:

An update from Hunter is anticipated next month.

Tree Plantings at Norcross Elementary and Summerour Middle:

Hunter was not available to give us an update.

Defining TPB Role with the City of Norcross:

Charlie was not available to give us an update on his proposal clarifying the TPB's role and charter for working with city staff to maintain/expand tree canopy and stewardship of passive forested areas. We look forward to this next month.

Tree Bank:

Bruce noted that Finance has confirmed the deposit from Hunt-Beutell and Anderson Place subdivision into the Tree Bank. He guesses there is approximately \$78,000 now in the Tree Bank but is waiting for Finance to confirm with an accurate accounting.

Tree City USA Application:

The stickers marking the number of years Norcross has been a Tree City USA (21) which go on the gateway signs around town have not arrived yet. Our continuing application with Tree City USA has been approved so we can expect the stickers to arrive shortly.

D. NEW BUSINESS**Tree Inventory Actions:**

Bruce has prepared a spreadsheet listing the extreme/high-risk trees and their status based on their condition and status (Tier 1, 2, and 3). Some of these trees are privately owned but are a danger to utilities or sidewalks, etc. The intent is to remove these high-risk trees expeditiously using Norcross and subcontract labor. A shortened list of the Tier One trees was handed out at the meeting, and Bruce encouraged TPB members to visit homes near them that are on the list of make the homeowners aware of the at-risk trees close to or near their property. He is asking us to invite the homeowner to contact him to discuss the possible tree removals. He has also prepared a Community Update handout covering the high-risk tree removal program.

Tree Violations and Citations:

Bruce is continuing to investigate and develop a process to penalize the unauthorized removal of specimen trees, tree removal companies working without permits, and adding to our ordinance a limitation of the number of trees that can be removed from a property per year.

E. JOHNSON DEAN BUSINESS**Front entrance development for JD Forest Preserve:**

A contractor has been approved by Public Works and Council to begin work on the new front entrance improvements. We hope this long-awaited work will begin shortly.

The Trees Atlanta invasive species study of JD Forest Preserve:

Terry has suggested that the Trees Atlanta invasive plant removal program quote of \$35,000 is excessive and believes the work can be done for far less. He believes that since invasive plant removal has been ongoing in the preserve for some time, invasive plants are not a major problem there.

Johnson Dean Trail and Extension:

Charlie will give us an update next month on his and Kassie Diehl's meeting with the Episcopal Church regarding the lease/purchase of approximately 2.6 acres to enlarge JD Preserve at the next TPB meeting. Per Charlotte, an onsite meeting is to be set up next week with Public Works, Erosion/Storm Water Control, and TPB members to walk the preserve and address ways to control the erosion issues.

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

Terry motioned to adjourn at 5:15 pm, and Hayne seconded.

TPB Next Meeting: Next meeting is scheduled for May 14, 2025, 4pm, at the City Hall in the Council Room