

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Wednesday, May 14, 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**
PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES
- B. Presentation of previous meetings minutes for acceptance and acceptance of the agenda as presented for scheduled meeting.**
- a. Approval of Previous Meeting Minutes**
[Tree Preservation Board – Regular Meeting - Apr 9, 2025, 4:00 PM](#)

C. Old Business

Tree Talk Newsletter Article:

Charlie's article "Mulching Your Trees For A Healthy Landscape" appeared in the May edition of the newsletter. Bruce has requested that he take on the Tree Talk newsletter articles for the next several months.

Pinnacle Park Arboretum Ribbon Cutting Event:

The ribbon-cutting event announcing the Norcross Pinnacle Park Arboretum was successful and memorable. Hunter and Public Works made the park spotless and beautiful. Charlotte, Mayor Newton, and Madison Cummiskey from Trees Atlanta all spoke, and there was a photo op of the TPB members, Bruce, Hunter, and Mayor Newton cutting the ribbon. Bruce then led an interesting tour of parts of the arboretum.

Honoring Landmark/Historic Trees in Norcross:

We have defined a Historic Tree. Charlie to give an update on the next steps. See TPB Minutes 4-9-25:

"Bruce reported that Michelle provided a link to the Georgia Tree Council's program of Landmark & Historic Tree registers. It is requested that 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 has requested TPB members' assistance with research on local communities' tree removal limitations and recompense amounts charged to developers for tree removals they do not plan to replace. He has also requested that TPB members turn in the UDO Draft Revisions booklet with their comments.

Betty Mauldin Park and DDA Properties on Wingo St.:

Updates from anyone who has information on the development of the two DDA purchased houses on Wingo St. and the old pecan tree areas in Betty Mauldin Park. Charlie thinks we should request a presentation by DDA on their plans and Council's efforts to date.

City Gateway Tree Plantings:

Update from Hunter on city gateway landscaping improvements and plans for future gateway landscaping.

Tree Plantings at Norcross Elementary and Summerour Middle:

Approved tree plantings will happen at both schools in the late fall.

Tree Bank:

Has Finance confirmed the amount in the Tree Bank?

Tree Inventory Actions:

Bruce has updated the inventory of hazardous tree removals, as identified in the Tree Inventory, by Norcross Power, and outside contractors. Reference his spread sheet listing the Tier One, High Risk trees. Is the Community Update handout ready for distribution to the homeowners on the list?

D. New Business**Tree Violations and Citations:**

Bruce to update on the progress of the investigation and developing a process to penalize the unauthorized removal of specimen trees and tree removal companies working without permits. TPB members were asked to research ordinances of surrounding communities regarding Limiting Tree Removals and also the recompense amounts charged to developers on tree loss.

Beaver Ruin Roadside Crape Myrtle Plantings:

Gwinnett County 85/Improvement or our Community Improvement Development group is suspected of instigating the massive planting of Crape Myrtles along Beaver Ruin Rd. from Indian Trail to Buford Hwy. Many of which are now dying. How was this unsuitable tree chosen? Why so many (approx. 250)? Why was there no collaboration with the City of Norcross?

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

Council approved the Public Works recommended contractor for a three-year contract that encompasses general concrete work, demo, fences, utilities and general sitework for the City at the April 17th Council meeting. It is anticipated that the JD front entrance work will begin shortly now.

Invasive Species Removal:

Hunter reminded us that the \$35,000 budgeted for the invasive plant removal program at JD, developed by Trees Atlanta, is for a five-year period. He will keep us informed of his budget request success, coming up in August. Is there a possibility of developing similar plans for both the Brown-Swenson and Pinnacle Preserves?

Johnson Dean Expansion:

Charlie will give us an update on his meeting with PG&T member Kassie Diehl and Aurore Murphy representing the Church. Charlotte and Terry did a walk thru of the entire preserve with Len Housley and Donny Sullivan to familiarize them with the park boundaries, the Church property in question and the erosion problems we face.

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, 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

Minutes Acceptance: Minutes of Apr 9, 2025 4:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the agenda

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.

Minutes Acceptance: Minutes of Apr 9, 2025 4:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the agenda

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

Minutes Acceptance: Minutes of Apr 9, 2025 4:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the agenda