

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Wednesday, September 10, 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 - Aug 13, 2025, 4:00 PM](#)

C. Old Business

Honoring Landmark/Historic Trees in Norcross:

The following link was included in last months Minutes on how to register a landmark tree with the GATree Council's Landmark & Historic Tree Register. TPB members are to submit their choice of a Norcross specimen tree they want to be considered. <https://gatreecouncil.org/what-we-do/programs/landmark-historic-tree-register.html>

Revised Tree Ordinances:

Bruce to give an update on the progress with City staff reviewing his requested ordinance changes. When does the TPB get to review them?

Betty Mauldin Park and DDA Properties on Wingo St.:

Len has shared the latest Columbia Engineering rendering of the transformation of Betty Mauldin Park becoming a parking lot. Charlotte emailed copies of this to TPB members Sept. 5th. Everyone's comments are encouraged and will be recorded.

City Gateway Tree Plantings:

There are four City-owned areas currently under consideration for greenspace development and plantings: The Mitchell Rd. ROW which will be part of the Norcross Greenway, the 10 - ½ acres next to and behind the Texaco station along Mitchell Rd., the field across from the Texaco station (acreage unknown) and the 24 acres from N. Norcross Tucker Rd. to Mitchell Rd. (via Anamanda Close). Proactive vegetation mgmt. is needed. The City is looking for a contractor to begin a concept report for these watershed areas. Hunter has been in touch with Trees Atlanta for their input and assistance. This is currently information only for the TPB.

Beaver Ruin Roadside Crape Myrtle Plantings:

We have not heard any information from the Gwinnett CID regarding the future of the Crape Myrtle plantings. Many of the dead trees have been removed.

Tree Bank:

Charlotte has requested an accounting of the Tree Bank via email to Eric Johnson.

2025 - 2026 Proposed Budget Status:

It is our belief that the proposed TPB budget of \$23,700 has been approved for the coming year beginning Sept. 1. Confirm this with Bruce.

Tree Removal Actions on DD&H Trees Identified in the Tree Inventory:

Bruce to give an update on the progress of removing these trees in the City's ROWs.

Proposed City-Wide Urban Forestry Management Plan:

Bruce to give an update on SavATree's proposed development of an Urban Forestry Mgmt Plan for Norcross. They are preparing suggestions on what we need to consider and costs.

D. New Business**Approved Tree Removal Permits**

The City's permitting system is now handled by ePlan Solution. Apparently, the ability to view Tree Removal Permits by any citizen is no longer available unless they are able to enter through the City portal which requires authorization. Bruce has arranged with Winston at ePlan Solution to send a list of Approved Tree Removal Permits weekly to TPB members. Thank you, Bruce and Winston. Discuss the TPB's role (if any) in this.

Front Yard Tree Planting Program

Len noticed an article in the Dunwoody Crier that Trees Atlanta was partnering with Dunwoody to plant shade trees in some of the front yards of Dunwoody. He asked did Norcross have a Front Yard Tree Program? Charlotte gave him the past history of our attempts to initiate one but we could not get assistance from Trees Atlanta nor the Tree Bank so the matter was delayed indefinitely. Shall we start again with this?

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

Construction of the new front entrance is progressing. The concrete work and all of the gravel areas are complete. Donny is working on the grading of the bioswales and rain gardens. Hunter is preparing plans for the plants and trees for the final landscaping for planting this fall. Donny has also figured out to add a cleared way down the south side of the preserve's entrance area so that woodchip trucks can access the trailhead for dumping.

Invasive Species Removal:

Hunter to update on the invasive plant removals at Pinnacle Park. JD to follow when time and budget permit.

Johnson Dean Expansion:

Len has provided a quote from the survey contractor to survey the land which the City wishes to acquire to enlarge JD Nature Preserve. This is step one and then we would obtain a property appraisal before we can begin our negotiations with the Episcopal Church. Unfortunately, the cost is quite high and Charlotte has asked if it is possible to just get the property boundaries marked.

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, August 13, 2025
4:00 PM

2nd Floor Conference Room Tree Preservation Board

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

Minutes Acceptance: Minutes of Aug 13, 2025 4:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the

A. Call to Order by Chair Charlotte Osborn

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

Tree Preservation Board was called to order at 4:15 PM by Chair Charlotte Osborn

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

Approval of Previous Meeting Minutes

Tree Preservation Board - Tree Preservation Board - Jul 9, 2025 4:00 PM

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

C. Old Business

Honoring Landmark/Historic Trees in Norcross:

Charlie asked TPB members to support a proposal for starting a Historic Tree Registry for Norcross by each person nominating a tree that they believe should be in the Registry, and then following up with a meeting with the tree owner to plan how to protect that particular tree. Please review <https://gatrecouncil.org/what-we-do/programs/landmark-historic-tree-register.html>

Revised Tree Ordinances:

Bruce anticipates it will take 4 to 6 weeks of meeting with Deborah and Tracy to go over the entire ordinance revisions he is proposing. After that it will go to legal for comments and further refinements. Then he can share changes with the TPB. Charlotte noted that the big Pecan specimen tree (39" dbh) on Sunset that the owner paid to remove might have been saved if we could have negotiated with them! TPB should push for the right to negotiate with owners when a significant removal is requested. The goal would be to "not remove excess canopy".

Betty Mauldin Park and DDA Properties on Wingo St.:

On the Council meeting agenda of August 4th, regarding the Columbia Engineering rendering of the proposed add'l parking around and behind City Hall, a TPB Input and Consideration for Council was included in the agenda packet. Prepared by TPB members and Bruce Avery. It was strongly worded that the members of volunteer boards and citizenry in general be included in the design and planning of this project. A request for a parking deck as an alternate solution to parking problems was promoted.

City Gateway Tree Plantings and Maintenance:

It is apparent that the planned City Greenway corridor along Mitchell Rd. is going to require a great deal of invasive plant removals, landscaping and tree plantings, though the plans for Greenway Trail design are not complete. Mitchell Rd. is a county ROW, but Gwinnett County has shown no interest in doing maintenance. Norcross Public Works has done some mowing and cutting back invasive plant encroachment especially at neighborhood intersections. Len Housley is talking with Gwinnett County to encourage them to do more. Meanwhile the city is doing some of the work, and Hunter is speaking with Trees Atlanta on doing some invasive removal.

PG&T has proposed engaging the TPB to support a native planting plan. We are pleased to be included in the planning and development.

Minutes Acceptance: Minutes of Aug 13, 2025 4:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the

Beaver Ruin Roadside Crape Myrtle Plantings:

It is apparent the dead and dying tree plantings along Beaver Ruin Rd. have been or are being removed. There has been no reply from CID on our open questions to them: Are there plans for replacements? Could the TPB have the opportunity to suggest other more suitable trees as replacements? How can we work with the CID on future "beautification" projects?

Tree Bank:

We have no new input from the Finance Dept. other than the \$52,375. We have no history of deposits or charges against this account. This account has been loosely managed, and we need a process to manage this better going forward and a formal balance established for this account. This account is intended to fund tree planting, mostly done by public works. Public works has been paying for trees and planting from operation budgets and not being reimbursed by the tree bank. We suggested Charlotte write a letter to Eric Johnson saying that TPB understood the balance was about \$75K...

2025 - 2026 Proposed Budget Status:

Bruce will try to update us next month on the TPB proposed Budget status for the coming year. Charlie noted the new city budget goes into effect on September 1, so they must have a number by now.

Tree Removal Actions on DD&H Trees Identified in the Tree Inventory:

Holcomb Bridge ROW tree removal is complete. Add'l pruning work is still needed. Need an update on what area is next.

Proposed City-Wide Urban Forestry Management Plan:

SavATree is preparing suggestions on what we need to consider and costs. Bruce has been reviewing the last 5 years of tree removal permits and land development permits to gather more detail on canopy coverage loss. He feels this is a necessary compilation that can be used as foundational information for a future urban forest management plan.

TPB Annual Update Report to M&CC:

Charlotte presented the TPB Chairman's annual report to M&CC on July 22 at the Policy Work Session. She will send a copy to TPB members. Along with the speech, a graphic was prepared by Bruce and shown to Council illustrating an estimated 22 acres loss of tree canopy in the past 24 months. 22 Acres! Charlie asked what plans we have to replace this canopy loss?

Green Roof Unveiling and Ribbon Cutting At Pinnacle Park:

The demonstration green roof at Pinnacle Park ribbon-cutting ceremony was held on July 18th at the park. It was put on by Norcross Sustainability and City staff. Jim and Martha Scarborough and Cathy Nau were honored for all of their early conservation work in Norcross.

Invitation by the Georgia Tree Council to Apply for the Georgia ReLeaf Grant:

The deadline for application for this grant was missed (July 31st). The note was sent to Craig instead of TPB or Bruce. We need to inform GTC with an address for future notes.

D. New Business

None.

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

Construction of the new front entrance is progressing despite all of the rain. Most of the concrete work and all of the gravel areas are complete.

Invasive Species Removal:

Hunter to update on the invasive plant removals at Pinnacle Park. JD to follow when time and budget permit.

Johnson Dean Expansion:

A meeting was held August 7th at the Presbyterian Church attended by Len, Charlie, Charlotte, Mike Jones, Aureore Murphy (church facility mgr.) and Father Edgar to discuss the City's purchase of approximately 3 acres of church-owned property for the purpose of expanding Johnson Dean Preserve and the trail. With the church members approval, Len agreed to obtain a survey and appraisal of the property with the understanding we would meet again to settle on the price and iron out details. Charlie will provide minutes from this

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

The meeting adjourned at 5:18 PM.

Next meeting is scheduled for September 10, 2025, at 4pm, at City Hall in the Council Room.