

**Gwinnett County, Georgia, Tree Advisory Committee
Establishment Ordinance**

Established October 26, 1999

(Excerpt from the Code of Ordinances)

Section 86-70. Creation.

There is hereby created a Gwinnett County Tree Advisory Committee to serve at the pleasure of the Board of Commissioners and for such duration as the board may desire.

Section 86-71. Purpose.

The purposes of the committee shall be to:

- (1) Advise the Board of Commissioners and the Department of Planning & Development (hereinafter referred to as the “department”) about issues and matters of concern regarding the preservation and replacement of trees;
- (2) Assist the department in the interpretation and implementation of the Buffer, Landscape and Tree Ordinance;
- (3) Review proposed new regulations and amendments to the Buffer, Landscape and Tree Ordinance and advise the department and the Board of Commissioners about their impact and effectiveness;
- (4) Establish educational and other programs to encourage proper management and maintenance of trees in the unincorporated areas of the County.
- (5) Carry out such studies or investigations regarding trees and the land development process as the Board of Commissioners may request from time-to-time.

Section 86-72. Appointment.

- (a) Membership. The committee shall consist of nine (9) members, with at least one (1) member each representing or having the following qualifications:
 - (1) One citizen representative per commissioner (5 members total);
 - (2) Development Advisory Committee Member;
 - (3) Registered Landscape Architect;
 - (4) Registered Forester;
 - (5) Gwinnett Clean & Beautiful Representative.
- (b) Term of Office. Members of the committee shall be appointed to serve two (2) calendar year terms. Appointments shall be effective January 1 of first year of term, and members shall serve until replaced. In order to establish permanent staggered terms, initial appointment terms will be as follows:

- (1) Two Years (Group One Membership):
 - a. 3 Citizen Representative (Districts 2, 4, and At-Large);
 - b. Registered Forester;
 - c. Gwinnett Clean & Beautiful Representative.

- (2) One Year (Group Two Membership):
 - a. 2 Citizen Representatives (Districts 1 and 3);
 - b. Registered Landscape Architect;
 - c. Development Advisory Committee Member.

Following the committee's first year, all terms shall be for two (2) years.

- (c) Replacement. A member of the committee appointed to fill a vacancy that occurs during a year shall be appointed to fill the unexpired term of the vacant position for the remainder of the calendar year.

- (d) Compensation. The members of the committee shall serve without compensation or reimbursement of any kind. Normal costs of operations, such as meeting space, minutes, etc., shall be borne by the county through the department.

- (e) Limitation. Employees of Gwinnett County government shall not be a member of the Tree Advisory Committee.

Section 86-73. Officers.

The members of the committee shall elect from among their number a Chairman, Vice-Chairman, and such other officers as the committee may desire, for terms determined by the committee.

Section 86-74. Meetings.

- (a) The committee shall meet at the call of its chairman, at such times as the committee may deem appropriate, or upon the call of the Board of Commissioners or the Director of Planning and Development. Under no circumstances shall meetings be called less often than once every three (3) calendar months.

- (b) The committee shall adopt bylaws for the conduct of its meetings as it deems necessary or appropriate.

- (c) Basic administrative support for the committee shall be coordinated or provided by the staff of the department.

- (d) Staff of the department shall provide for the keeping of a record of the committee's actions and recommendations. Staff shall be responsible for the transmittal of the record

and of all communications and recommendations directed from the committee to the Board of Commissioners in their normal course of business.

- (e) Meetings of the committee shall be open to all parties. While the committee may invite any person to participate or involve any person in its discussions and deliberations, all matters requiring formal decisions shall be decided only by a vote of the appointed members.

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