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**Tree Advisory Committee Minutes**  
**Monday, November 3, 2025, at 6:00pm**

Innovation Square  
446 West Crogan Street, 1<sup>st</sup> floor, Conference Room 106  
Lawrenceville, GA 30046

**Present:** Nicola McIntyre, Patrick Carey, Roxanne Raven, Steve Sappington, Thomas J. DeAngelo, Traci Leath

**Absent:** Hilda Estrella de Lev, Jodyann Benjamin

**Staff:** Rinda Grooms, Sharon Cook, James Hornbeck, Calvin Kom, Patricia Huguenard

**A. Call To Order**  
6:06pm

**B. Determination of a quorum**  
A quorum was present.

- C. Announcements**
- a. Cancellation of the Community Meeting, Monday, October 27, 2025, for the Tree Ordinance Amendment at Pinckneyville Community Center.
  - b. Thomas DeAngelo steps down as DAC representative for the Tree Advisory Committee.

**D. Adoption of the Agenda**  
{Motion to Approve: Steve Sappington; Second: Traci Leath; Vote: 6-0: Nicola McIntyre-Yes; Patrick Carey-Yes; Roxanne Raven-Yes; Steve Sappington-Yes; Thomas DeAngelo-Yes; Traci Leath-Yes}

**E. Approval of the Minutes – September 8, 2025**  
{Motion to Approve: Thomas DeAngelo; Second: Steve Sappington; Vote: 6-0: Nicola McIntyre-Yes; Patrick Carey-Yes; Roxanne Raven-Yes; Steve Sappington-Yes; Thomas DeAngelo-Yes; Traci Leath-Yes}

- F. Old Business**
- a. Front Yard Tree Program Application Demonstration  
Patricia Huguenard demonstrated the application process for the Front Yard Tree Program that homeowners would experience when applying on the website. The application is set to go live in December 2025.
  - b. Tree Ordinance Amendment  
The draft Tree Species List was reviewed by the Committee. Fruit and nut trees were

added primarily for use in food forests and open space corridors and pocket parks designed for pedestrians and not for use in or adjacent to the right-of-way. It was also noted that the Crape Myrtle tree was reintroduced. Trees that maintain a height of 15 feet or less are also featured in the list for use near or under the overhead power lines.

**G. New Business**

- a. Nominate TAC Member as representative on the Development Advisory Committee.  
Committee members made a motion to nominate Patrick Carey to serve on the Development Advisory Committee representing the Tree Advisory Committee.  
{Motion to Approve: Steve Sappington; Second: Nicola McIntyre; Vote: 6-0: Roxanne Raven-Yes; Steve Sappington-Yes; Thomas DeAngelo-Yes; Traci Leath-Yes}
- b. Amendment to Creation Ordinance.  
The Tree Advisory Committee Creation Resolution was revised to expand the registered forester position that has been vacant for over two years with unsuccessful attempts in locating a candidate willing to serve. The member position can now be filled by a certified arborist or registered forester.
- c. Updated Bylaws.  
The Tree Advisory Committee Bylaws were revised to update the title of the ordinance from the Buffer, Landscape and Tree Ordinance to the Unified Development Ordinance.  
{Motion to Approve: Steve Sappington; Second: Thomas DeAngelo; Vote: 6-0: Nicola McIntyre-Yes; Patrick Carey-Yes; Roxanne Raven-Yes; Steve Sappington-Yes; Thomas DeAngelo-Yes; Traci Leath-Yes}

**H. Other Business**

- a. Staff Report  
Patricia presented the staff report.

**I. Adjournment**

6:50pm

{Motion to Approve: Roxanne Raven; Second: Thomas DeAngelo; Vote: 6-0: Nicola McIntyre-Yes; Patrick Carey-Yes; Roxanne Raven-Yes; Steve Sappington-Yes; Thomas DeAngelo-Yes; Traci Leath-Yes}