



## REGULAR MEETING – TREE ADVISORY COMMITTEE AGENDA

AUGUST 26, 2025, 6:00 PM  
BY ZOOM VIRTUAL MEETING

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at [norwalkct.gov/meetings](https://norwalkct.gov/meetings).



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial \*9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Dilene Byrd at [dbyrd@norwalkct.gov](mailto:dbyrd@norwalkct.gov) with the subject line "Public Comment" to provide written public comment prior to the meeting.

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PUBLIC PARTICIPATION**
  - A. **Guests at committee meetings may speak to any item on the agenda. (Comments shall be limited to no more than three (3) minutes per speaker.)**
- IV. **ACCEPTANCE OF MINUTES**
  - A. **Approve the minutes of the July 22, 2025 Tree Advisory Committee meeting.**
- V. **REPORTS**
  - A. **Tree Planting Updates - Sarah Cruz**
  - B. **Tree Watering and Replacements 2023 - 2024 - Sarah Cruz**

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

**A. Urban Forestry Goals 2025 - 2026**

**B. Update on the Public Tree Inventory - Sarah Cruz**

**VIII. NORWALK TREE ALLIANCE UPDATES**

**IX. ADJOURNMENT**

**UPCOMING MEETINGS**

**A. Regular meeting of the Tree Advisory Committee: 9/23/2025.**

**TREE ADVISORY COMMITTEE  
AGENDA  
JULY 22, 2025, AT 6:00 PM.  
BY ZOOM VIRTUAL MEETING**

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[norwalkct.org/meetings](https://norwalkct.org/meetings)**



Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.



Members of the public who wish to provide "live comments" will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section. Please find the information using the link above.



Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Dilene Byrd at [dbyrd@norwalkct.gov](mailto:dbyrd@norwalkct.gov) to provide written public comment prior to the meeting.

Attendance:           Richard Whitehead, Vice Chair  
                              Peter Viteretto  
                              Gay MacLeod

Staff:                   Paul Sotnik, Deputy Tree Warden  
                              Sarah Cruz, Arborist/ Horticulturalist

**1. CALL TO ORDER**

Mr. Whitehead called the meeting to order at 6:00 PM.

## II. ROLL CALL

Mr. Whitehead called the roll, and all those listed in the attendance were present. There was a quorum present.

## III. PUBLIC PARTICIPATION

- A. **Guests at committee meetings may speak to any item on the agenda. (Comments shall be limited to no more than three (3) minutes per speaker.)**

There were no public comments this evening.

## IV. ACCEPTANCE OF MINUTES

- A. **Approve the minutes of the April 22, 2025, May 22, 2025, and June 24, 2025, Tree Advisory Committee meetings.**

**\*\* MS. MACLEOD MOVED TO APPROVE THE MINUTES OF APRIL 22, 2025, AS SUBMITTED.**

**\*\* MR. VITERETTO SECONDED THE MOTION.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

On page 5, item VII. Paragraph four, add “said”

On page 5, item VII, Paragraph five, change “young tree training” to “developmental training.”

**\*\* MS. MACLEOD MOVED TO APPROVE THE MINUTES OF MAY 22, 2025, AS AMENDED.**

**\*\* MR. VITERETTO SECONDED THE MOTION.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

On page 3, Item VII A. change “substantial” to “sustainable”

**\*\* MS. MACLEOD MOVED TO APPROVE THE MINUTES OF JUNE 24, 2025, AS AMENDED.**

**\*\* MR. VITERETTO SECONDED THE MOTION.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

## V. REPORTS

- A. **Tree Planting Program- Spring 2025**

Ms. Cruz provided an update and said that Almstead Tree has confirmed that they are watering, but she has not heard back from Minutemen Landscaping, but she knows they have been watering because the trees they have planted look good. Some trees will need to be replaced due to the drought last year.

#### **B. Tree Preservation, Flax Hill**

The item was tabled.

### **VI. OLD BUSINESS**

There was no old business discussed this evening.

### **VII. NEW BUSINESS**

The committee discussed tree plantings in cemeteries. Mr. Whitehead said that, in general, when work is done beneath the tree's canopy, it is considered to be the tree's critical root zone. Work can be done within the critical work zone, and there is a direct correlation between the amount of disturbance and the work performed within the defined critical work zone. For example, if 50% of the roots were removed within the critical work zone area, the tree would likely have a 50% chance of survival.

Mr. Viteretto asked what specifications were used for the tree pits on East Wall Street so they could look at how the trees respond moving forward. Ms. Cruz said she has not seen the specifications for that project, but she will ask the staff at TMP to review them. She noted that DPW can potentially develop an actual standard.

### **VIII. TREE ALLIANCE REPORT**

There was no report given.

### **IV. ADJOURNMENT**

**\*\* MS. MACLEOD MOVED TO ADJOURN.**  
**\*\* MR. VITERETTO SECONDED THE MOTION.**  
**\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 6:30 PM.

Respectfully submitted,

Dilene Byrd

# 10-YEAR ROADMAP AND NEXT STEPS

*Learn about the 10-year roadmap to achieve the strategies set forth in this Plan and learn how all members of the community can take part in the next steps.*



## Next Steps

The following table outlines the high-level 10-year priority actions for Norwalk's Tree Master Plan, emphasizing the need for a coordinated and strategic approach to achieve the City's tree canopy cover goal of 53% by 2053. To effectively implement and monitor the Tree Master Plan, the City of Norwalk should identify both internal and external stakeholders, formalize internal communications, coordination, and protocols, and begin public messaging immediately to foster a shared commitment to a sustainable urban forest. While the priority actions require additional investments, the Tree Master Plan provides the necessary context to build support for these initiatives, including the Tree Planting Strategy, the Urban Forest Management Strategy, the Storm Preparedness and Response Strategy, the Pest and Disease Management Strategy, the Urban Wood Waste Utilization Strategy, among others. Solidifying the roles and responsibilities of all stakeholders is crucial for the successful implementation of the priority actions presented in the table, ensuring that the City can achieve its long-term urban forestry goals.

*By 2053, Norwalk will achieve a 53% tree canopy cover, creating a resilient, sustainable, and vibrant urban forest that enhances the quality of life for all residents. Through strategic initiatives outlined in the Plan, the City will foster environmental stewardship, economic growth, and community engagement. This comprehensive approach will ensure that Norwalk's urban forest thrives, contributing to a healthier, greener, and more connected community for generations to come.*

## 10-YEAR ROADMAP

Table 16. 10-year roadmap by implementation interval

Immediate (Years 2025 & 2026)				
Priority Action Category	Priority Action Description	Lead*	Supporting Role*	Partners*
Tree Planting Strategy	Begin planting 1,604 trees annually, focusing on underserved neighborhoods. City to lead 70% of plantings (1,122 trees per year). Apply the "Right Tree Right Place" principle by planting trees appropriate for the site including above ground and below ground considerations.	DPW & DRP	TMP, ENG, P&Z	Norwalk Tree Alliance, Community Groups
Public Tree Inventory	Complete a comprehensive public tree inventory to inform species and location decisions. Maintain a GIS-based inventory management solution for tracking plantings, maintenance, and removals among other key data for management decisions. Utilize the inventory to report on the ecosystem benefits and services provided by trees and the asset value they contribute.	DRP & DPW	IT	Tree Advisory Committee, Consultants
Urban Forest Management Strategy	Develop proactive public tree maintenance and risk management strategies. Identify priority maintenance corridors beginning in underserved neighborhoods and establish a formal maintenance strategy for trees planted toward the canopy goal.	DPW & DRP	Risk Manager	Tree Advisory Committee
Climate Vulnerability Assessment	Conduct assessments to address climate vulnerabilities and harmful pests/diseases.	DPW, DRP, Con-Com	Sustainability & Resilience	Environmental Agencies, Universities
Organizational Structure Improvement	Review and improve the City's organizational structure for tree programs to align with the needs of this Plan, Norwalk's programs, and the community. Plan for increased service demands given an increase in tree canopy cover, increased community awareness, and the challenges of climate change.	DRP & DPW	City Administration	Tree Advisory Committee
Community Outreach and Engagement	Launch campaigns to build a network of tree stewards utilizing community partners and existing programs.	DRP	City Communications	Norwalk Tree Alliance, Schools, NGOs

## 10-year Roadmap and Next Steps



Updates to City Plans	Integrate Tree Master Plan information into City plans and policies like the Complete Streets Policy.	P&Z, TMP, ENG	DRP	Tree Advisory Committee
Green Infrastructure Integration	Create more space and soil volume for trees by integrating with green infrastructure and stormwater management.	DPW	ENG, TMP, P&Z, Sustainability & Resilience, DRP	Environmental Agencies
Ordinance and Regulation Review	Review and update Chapter 112 Trees and 2024 Zoning Regulations as needed to align with the Plan's strategies. Continue to support the Legacy Tree Program per Chapter 112.	DPW & DRP	City Legal	Tree Advisory Committee, Common Council
Storm Preparedness and Response	Develop and implement storm preparedness and response strategies as recommended in the Plan. Utilize a comprehensive public tree inventory.	DPW	Emergency Management, DRP	Utility Companies
Urban Wood Waste Utilization	Implement urban wood waste utilization strategies as recommended in the Plan.	DPW & DRP	Sustainability & Resilience	Local Woodworkers, Recycling Centers
Invasive Species Management	Develop and implement invasive species management plans for public open space, parks, natural areas, and properties. Begin by assessing the extent of invasive plant species of concern with a sample inventory or by other means.	DRP	DPW, ConCom	Environmental Agencies, Community Partners & Organizations

\* DRP = Department of Recreation & Parks; DPW = Department of Public Works; TMP = Transportation, Mobility & Parking Department; P&Z = Planning & Zoning Department; ENG = Engineering Division; IT = Information Technology Department; ConCom = Conservation Commission; NGOs = Non-governmental Organizations

**Short Term (Years 2-5)**

Priority Action Category	Priority Action Description	Lead*	Supporting Role*	Partners*
Expand Tree Planting	Continue planting 1,604 trees annually, focusing on underserved neighborhoods with the City leading 70% of plantings (1,122 trees per year). Address invasive plant species prior to planting in public parks and open spaces.	DPW & DRP	ENG, TMP, P&Z	Norwalk Tree Alliance, Community Groups
Monitor and Report	Regularly monitor and report on tree inventory and health.	DRP & DPW		Tree Advisory Committee
Public Education Programs	Expand public education on tree care and urban forest benefits.	DRP	City Communications	Schools, NGOs
Enhance Green Infrastructure	Further integrate trees with green infrastructure projects.	ENG, TMP, P&Z	DRP	Environmental Agencies
Funding and Budget	Align budgets and secure funding for ongoing and new initiatives.	DRP	City Finance	Agencies, Other

**Mid Term (Years 6-10)**

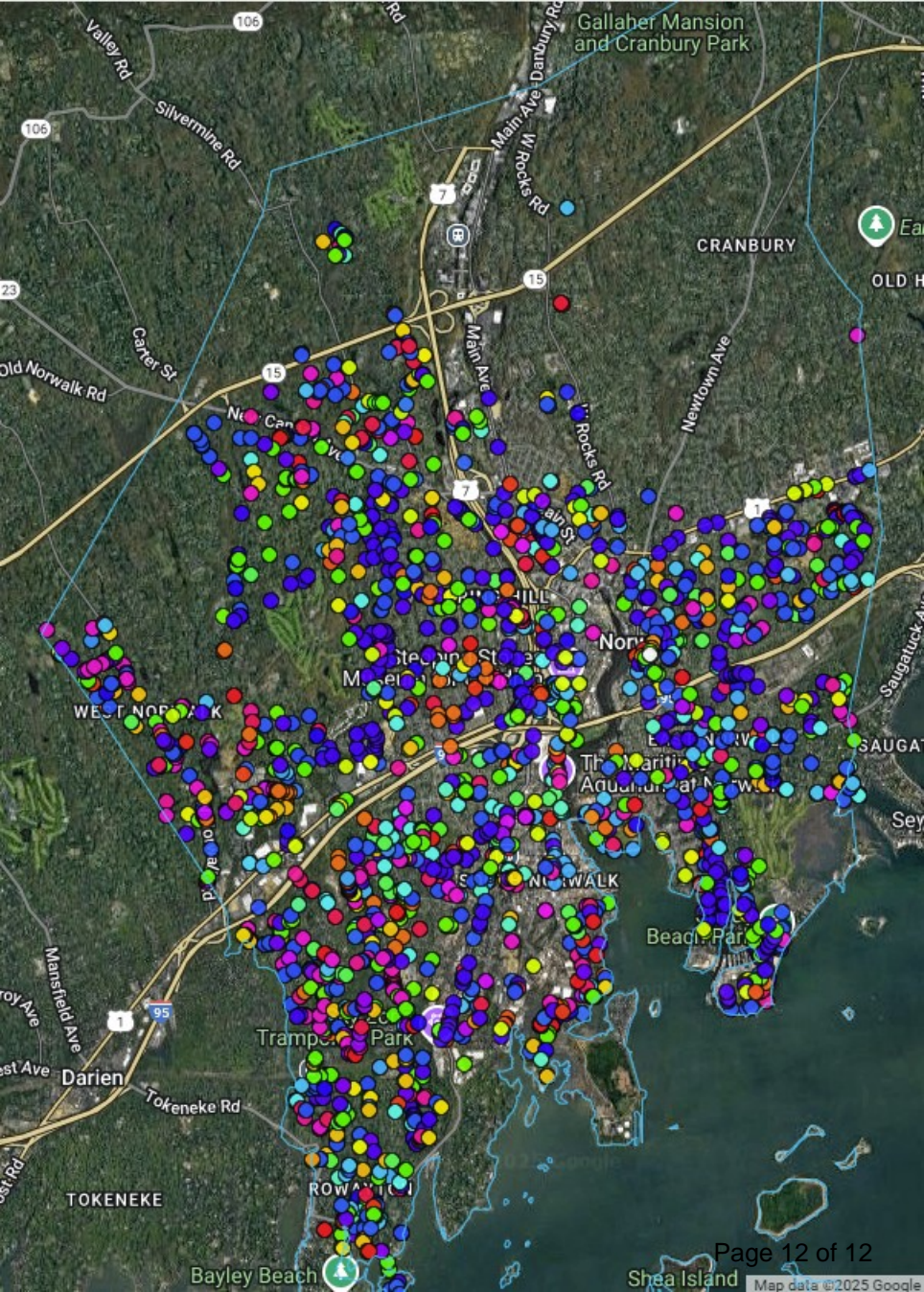
Priority Action Category	Priority Action Description	Lead*	Supporting Role*	Partners*
Sustain Tree Planting Efforts	Maintain the annual planting of 1,604 trees by utilizing the Tree Planting Strategy in the Plan with the City leading 70% of plantings (1,122 trees per year).	DPW & DRP	ENG, TMP, P&Z	Norwalk Tree Alliance, Community Groups
Evaluate and Adjust Strategies	Evaluate the effectiveness of current strategies and adjust as needed. Utilize the Indicators of a Sustainable Urban Forest framework for evaluating and updating strategies.	DRP & DPW		Tree Advisory Committee
Expand Community Engagement	Strengthen community engagement and stewardship programs as a coordinated Citywide effort with strategies to remove barriers to participation by all members of the community.	DRP	City Communications	Norwalk Tree Alliance, Schools, NGOs
Advanced Green Infrastructure Projects	Implement advanced green infrastructure projects integrating trees.	DPW	DRP, ENG, TMP, P&Z	Environmental Agencies
Comprehensive Plan Review	Conduct a comprehensive review of the Plan and policies.	DRP & DPW		Tree Advisory Committee



**LONGER TERM CONSIDERATIONS**

Long Term (Years 10+)				
Priority Action Category	Priority Action Description	Lead*	Supporting Role*	Partners*
Achieve Canopy Cover Goal	Ensure progress towards the 53% tree canopy cover by 2053 by establishing a Tree Planting Strategy for years 11-20 and 21-30 by priority neighborhood described in the Plan.	DRP & DPW		Tree Advisory Committee, Norwalk Tree Alliance, Community Groups
Sustainable Urban Forest Management	Maintain sustainable urban forest management practices.	DRP & DPW		Tree Advisory Committee
Long-Term Funding Strategies	Develop long-term funding strategies for urban forestry initiatives and the resources (staffing and equipment) to address a growing urban forest with increased service demands and climate change challenges.	DRP	City Finance, Grant Coordinator	Grant Agencies, Private Sector
Periodic Plan Updates	Regularly update the Tree Master Plan and related policies on a 10-year cycle aligned with reassessments of canopy cover and updates to the public tree inventory.	DRP & DPW		Tree Advisory Committee

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Gallaher Mansion and Cranbury Park

CRANBURY

OLD H

WEST NORWALK

Norwalk Hill

Norwalk

SAUGA

Sey

Beach Park

Tramper Park

ROWAYTON

Darien

TOKENEKE

Bayley Beach