



**NEWPORT TREE BOARD
REGULAR MEETING MINUTES
MAY 8TH 2025 @ 4:00 P.M.**

Newport Municipal Building, 998 Monmouth Street, 1st Floor Multi-Purpose Room
The public can access the meeting through the live stream on
Facebook.com /City of Newport, Ky or YouTube /City of Newport, Ky

A special meeting of the Newport Tree Board was held on April 14th, 2025 @ 4:00 p.m. at the
Newport Municipal Complex 998 Monmouth Street Newport, KY

Board Members Present:

- Caitlin Mcbee
- Don Spaulding
- Neal Connor
- Kevin Broghamer
- Brant Owens

City of Newport Members Present:

- City Attorney – Michael Woloshin
- City Arborist – Cassandra Homan
- Public Works Director – Ray Ebert
- Zoning Administrator – Jessica Bolton
- Legal Assistant – Rosemary Williams

Speakers sworn in by City Attorney Michael Woloshin.

Approval of Minutes:

- A motion was made by Don Spaulding, seconded by Kevin Broghamer, to approve the Regular Meeting Minutes from March 18th, 2025. The motion carried 5-0.

Public Hearing:

NTB-25-04

- Applicant: Jeffrey Wolf, Attorney Jim Parsons
- Location: 4th Street between York and Monmouth Street
- Request: Removal of six trees on Fourth Street between York and Monmouth Street

Summary:

- Jim Parsons stated that the trees are hindering the construction process.

Approval:

Motion made to approve **Case-NTB-25-04**, by Caitlin McBee, seconded by Don Spaulding, to remove the trees. Based on evidence and testimony presented during this hearing, the board has found that the proposed tree removal is in conformance with the intent of the regulations. Additionally, the removal will preserve, not harm, the public safety and welfare, and will not injure the essential character of the neighborhood.

Roll Call Vote: 5-0 motion carried.

- Caitlin McBee (Yes)
- Don Spaulding (Yes)
- Neal Connor (Yes)
- Kevin Broghamer (Yes)
- Brant Owens (Yes)

NTB-25-07

- Applicant: Marta and Tim Hewett
- Location: 423 E 3rd Street
- Request: Removal of the Callery Pear located at 423 E 3rd Street

Summary:

- Marta Hewett stated that roots are everywhere, just an unbalanced situation. Her genuine concern is that the branches are intertwined with power lines.
- City Arborist Cassandra Homan considers the option to be removed, not the need for the bulk of the trees.

Approval:

Motion made to approve **Case-NTB-25-07** by Neal Connor, seconded by Caitlin McBee, to remove the tree on 423 E 3rd Street for the removal of the tree located at 421 E. 3rd Street. An amendment to the submitted application was made to eliminate the request for replacement with an invasive Japanese Lilac. Instead, homeowners are required to replace the tree with species from the Kentucky native species list. Based on evidence and testimony presented during the hearing, the board has found that the proposed tree removal is in conformance with the intent of the regulations. Additionally, the removal will preserve, will not harm the public safety and welfare, and will not injure the essential character of the neighborhood.

Roll Call Vote: 5-0 motion carried.

- Caitlin McBee (Yes)
- Don Spaulding (Yes)
- Neal Connor (Yes)
- Kevin Broghamer (Yes)
- Brant Owens (Yes)

NTB-25-08

- Applicant: Mark Cooper
- Location: 421 E 3rd Street
- Request: Removal of the Pear Callery Tree at 421 E 3rd Street

Summary:

- The property owner is concerned that the tree is invasive and has an annual maintenance cost of \$2000.

Approval:

Motion made by Don Spaulding, seconded by Caitlin McBee, to approve **Case-NTB-25-08** to remove the tree located at 421 E. 3rd Street for the removal of the tree located at 421 E. 3rd Street. An amendment to the submitted application was made to eliminate the request for replacement with an invasive Japanese Lilac. Instead, homeowners are required to replace the tree with species from the Kentucky native species list. Based on evidence and testimony presented during this hearing, the board has found that the proposed tree removal is in conformance with the intent of the regulations. Additionally, the removal will preserve, not harm the public safety and welfare, and will not injure the essential character of the neighborhood.

Roll Call Vote: 5-0 motion carried.

- Caitlin McBee (Yes)
- Don Spaulding (Yes)
- Neal Connor (Yes)
- Kevin Broghamer (Yes)
- Brant Owens (Yes)

NTB-25-09

- Applicant: Henry Hosea House
- 901 York Street
- Request: Removal of two pear trees located at 901 York St

Summary:

- Applicant: Concerned that the trees are hitting the building and causing a pest nuisance.

Approval:

Motion made by Don Spaulding, second by Neal Connor, to approve **Case-NTB-25-09** to remove the tree located at 901 York St. Based on evidence and testimony presented during this hearing. The board has found that the proposed tree removal is in conformance with the intent of the regulations. Additionally, the removal will preserve, not harm the public safety and welfare, and will not injure the essential character of the neighborhood.

Roll Call Vote: 5-0 motion carried.

- Caitlin McBee (Yes)
- Don Spaulding (Yes)
- Neal Connor (Yes)
- Kevin Broghamer (Yes)
- Brant Owens (Yes)

Adjournment:

Motion made by Neal Connor, second by Don Spaulding to adjourn the meeting at approximately 5:07 p.m. motion carried 5-0.

Approved: _____
Brant Owens, Chairperson

Date: _____

Attest: _____
Tiffany Myers, City Clerk

Minutes By: _____
Rosemary Williams, Legal Assistant