



# NEWPORT KENTUCKY

## NEWPORT TREE BOARD REGULAR MEETING OCTOBER 9, 2024 @ 4:00 P.M.

Newport Municipal Building, 998 Monmouth Street, 1<sup>st</sup> Floor Multi-Purpose Room

*The public can access the meeting through the live stream on  
Facebook.com/CityofNewportKY or YouTube/CityofNewportKY*

### AGENDA

#### Call to Order:

#### Approval of Minutes:

- Regular meeting minutes from September 11, 2025.

#### Public Hearing:

Case Number: NTB-25-20

Requested by: Sarah Dittlinger-Mapes

The applicant is requesting removal of the tree located at 403 Forrest Street Newport, KY 41071

Case Number: NTB-25-21

Requested by: City Arborist

The applicant is requesting removal of the tree located at 722 E 8<sup>th</sup> Street Newport, KY 41071

Case Number: NTB-25-22

Requested by: City Arborist

The applicant is requesting removal of the tree located at 121 E 3<sup>rd</sup> Street Newport, KY 41071

Case Number: NTB-25-23

Requested by: City Arborist

The applicant is requesting removal of the tree located at 1006 York Street Newport, KY 41071

Case Number: NTB-25-24

Requested by: City Arborist

The applicant is requesting removal of the three trees located at 1001 Central Ave Newport, KY 41071

Case Number: NTB-25-25

Requested by: City Arborist

The applicant is requesting removal of the tree located at 846 Saratoga Street Newport, KY 41071

Case Number: NTB-25-26

Requested by: City Arborist

The applicant is requesting removal of the tree located at 306 E 4<sup>th</sup> Street Newport, KY 41071



Case Number: NTB-25-27

Requested by: City Arborist

The applicant is requesting removal of the tree located at 321 E 3<sup>rd</sup> Street Newport, Ky 41071

Case Number: NTB-25-28

Requested by: City Arborist

The applicant is requesting removal of the tree located at 845 Monroe Street Newport, Ky 41071

Case Number: NTB-25-29

Requested by: City Arborist

The applicant is requesting removal of the tree located at 813 Park Ave Newport, Ky 41071

**Adjournment:**



**rCITY OF NEWPORT**  
**TREE REMOVAL APPLICATION**

Case Number: \_\_\_\_\_

Date Received: \_\_\_\_\_

Hearing Date: \_\_\_\_\_

**\*Indicates Required Field**

**Applicant Information**

\*Applicant Name: Sarah Ditlinger-Mapes

\*Applicant Address: 403 Forrest Street

\*Applicant City, State, Zip: Newport, KY 41071

\*Applicant Phone Number: \_\_\_\_\_

\*Applicant Email: \_\_\_\_\_

\*Are you an LLC, incorporated company, or trust: no

**\*If yes, you must be represented at the hearing by an attorney that is licensed in the state of Kentucky.**

**Property Information**

\*Owner of Property

(if different from applicant): n/a

\*Property Address: 403 Forrest Street

\*Property City, State, ZIP: Newport, KY 41071

\*Type of Property: **Residential** ☒ Commercial ☐

**Tree Information**

\*Tree location: **Public ROW** ☒ Private Property ☐

\*Tree Location on Property: 403 Forrest Street

\*Tree Species (if known): unknown \*Tree Size & Height: unknown

\*Reason for Removal: dying/dead

Arborist Recommendations: \_\_\_\_\_

**Removal and Replacement Plan:**

\*Have you contacted the City Arborist regarding the replanting process: Yes ☐ **No** ☒

**Attach any supporting documents** (tree assessment, development/landscaping plan, etc.)

\*Signature Sarah Ditlinger



## CITY OF NEWPORT TREE REMOVAL APPLICATION

\*Indicates Required Field

### Applicant Information

\*Applicant Name: Cassandra Homan, city arborist  
\*Applicant Phone Number: 502-555-1212  
\*Applicant Email:

### Property Information

\*Owner of Property  
(if different from applicant): \_\_\_\_\_  
\*Property Address 121 E 3rd  
\*Property City, State, ZIP: Newport, KY  
\*Type of Property: Residential ☐ Commercial ☒

### Tree Information

\*Tree location: Public ROW ☒ Private Property ☐  
\*Tree Location on Property: tree well in front of property  
\*Tree Species (if known): red maple  
\*Tree Size & Height: 8 inches dbh  
\*Reason for Removal: Tree failing/dying, see photo at the end.

### Replacement Plan:

\*Will the tree be replaced: Not unless specifically requested by the property owner.

Attach any supporting documents (Arborist's recommendations, development/landscaping plan, etc.)

\*Signature *Cassandra M. Homan*





## CITY OF NEWPORT TREE REMOVAL APPLICATION

\*Indicates Required Field

### Applicant Information

\*Applicant Name: Cassandra Homan, city arborist  
\*Applicant Phone Number:  
\*Applicant Email:

### Property Information

\*Owner of Property  
(if different from applicant): \_\_\_\_\_  
\*Property Address 1006 York  
\*Property City, State, ZIP: Newport, KY  
\*Type of Property: Residential ☒ Commercial ☐

### Tree Information

\*Tree location: Public ROW ☒ Private Property ☐  
\*Tree Location on Property: tree lawn in front of property  
\*Tree Species (if known): red maple  
\*Tree Size & Height: 9 inches dbh  
\*Reason for Removal: dying tree, complete lack of vigor, picture at the end

### Replacement Plan:

\*Will the tree be replaced: Not unless specifically requested by the property owner.

**Attach any supporting documents** (Arborist's recommendations, development/landscaping plan, etc.)

\*Signature *Cassandra M. Homan*





## CITY OF NEWPORT TREE REMOVAL APPLICATION

\*Indicates Required Field

### Applicant Information

\*Applicant Name: Cassandra Homan, city arborist  
\*Applicant Phone Number: 859-750-4340  
\*Applicant Email: Cassandra@urbancanopyworks.com

### Property Information

\*Owner of Property  
(if different from applicant): \_\_\_\_\_  
\*Property Address 1001 Central Avenue  
\*Property City, State, ZIP: Newport, KY  
\*Type of Property: Residential ☒ Commercial ☐

### Tree Information

\*Tree location: Public ROW ☒ Private Property ☐  
\*Tree Location on Property: tree lawn on 10th street side  
\*Tree Species (if known): callery pear  
\*Tree Size & Height: 2 trees, both around 20 inches dbh

\*Reason for Removal: These trees have not only been previously topped (overhead wires), but are also experiencing branch die back and weak overall structure/vigor. Photos at the end.

### Replacement Plan:

\*Will the tree be replaced: Not unless specifically requested by the property owner.

Attach any supporting documents (Arborist's recommendations, development/landscaping plan, etc.)

\*Signature *Cassandra M. Homan*





## CITY OF NEWPORT TREE REMOVAL APPLICATION

\*Indicates Required Field

### Applicant Information

\*Applicant Name: Cassandra Homan, city arborist  
\*Applicant Phone Number: 402-465-1234  
\*Applicant Email: c.homan@cityofnewport.com

### Property Information

\*Owner of Property  
(if different from applicant): Industry Salon (Aveda)  
\*Property Address 846 Saratoga  
\*Property City, State, ZIP: Newport, KY  
\*Type of Property: Residential ☐ Commercial ☒

### Tree Information

\*Tree location: Public ROW ☒ Private Property ☐  
\*Tree Location on Property: tree well on 9th street side of property  
\*Tree Species (if known): thornless honeylocust  
\*Tree Size & Height: 6 inches dbh  
\*Reason for Removal: dead tree, photo at the end.

### Replacement Plan:

\*Will the tree be replaced: Not unless specifically requested by the property owner.

**Attach any supporting documents** (Arborist's recommendations, development/landscaping plan, etc.)

\*Signature *Cassandra M. Homan*





## CITY OF NEWPORT TREE REMOVAL APPLICATION

\*Indicates Required Field

### Applicant Information

\*Applicant Name: Cassandra Homan, city arborist

\*Applicant Phone Number:

\*Applicant Email:

### Property Information

\*Owner of Property  
(if different from applicant): \_\_\_\_\_

\*Property Address 306 E 4th

\*Property City, State, ZIP: Newport, KY

\*Type of Property: Residential ☒ Commercial ☐

### Tree Information

\*Tree location: Public ROW ☒ Private Property ☐

\*Tree Location on Property: tree lawn in front of property

\*Tree Species (if known): redbud

\*Tree Size & Height: 5 inches dbh

\*Reason for Removal: dead tree, see photo at the end.

### Replacement Plan:

\*Will the tree be replaced: Not unless specifically requested by the property owner.

**Attach any supporting documents** (Arborist's recommendations, development/landscaping plan, etc.)

\*Signature *Cassandra M. Homan*





**CITY OF NEWPORT**  
**TREE REMOVAL APPLICATION**

*\*Indicates Required Field*

**Applicant Information**

\*Applicant Name: Cassandra Homan, city arborist  
\*Applicant Phone Number: 859-750-4340  
\*Applicant Email: cassandra@urbancanopyworks.com

**Property Information**

\*Owner of Property  
(if different from applicant): \_\_\_\_\_  
\*Property Address 321 E 3rd  
\*Property City, State, ZIP: Newport, KY  
\*Type of Property: Residential ☒ Commercial ☐

**Tree Information**

\* Tree location: Public ROW ☒ Private Property ☐  
\*Tree Location on Property: tree lawn in front of property  
\* Tree Species (if known): dogwood  
\*Tree Size & Height: 6 inches dbh  
\*Reason for Removal: dead tree, see photo at the end.

**Replacement Plan:**

\*Will the tree be replaced: Not unless specifically requested by the property owner.

**Attach any supporting documents** (Arborist's recommendations, development/landscaping plan, etc.)

\*Signature *Cassandra M. Homan*





## CITY OF NEWPORT TREE REMOVAL APPLICATION

\*Indicates Required Field

### Applicant Information

\*Applicant Name: Cassandra Homan, city arborist

\*Applicant Phone Number:

\*Applicant Email: -

### Property Information

\*Owner of Property  
(if different from applicant): \_\_\_\_\_

\*Property Address 845 Monroe

\*Property City, State, ZIP: Newport, KY

\*Type of Property: Residential ☒ Commercial ☐

### Tree Information

\*Tree location: Public ROW ☒ Private Property ☐

\*Tree Location on Property: tree lawn on the 9th street side of the property

\*Tree Species (if known): hawthorn

\*Tree Size & Height: 3 inches dbh

\*Reason for Removal: dead tree, see photo at the end.

### Replacement Plan:

\*Will the tree be replaced: Not unless specifically requested by the property owner.

**Attach any supporting documents** (Arborist's recommendations, development/landscaping plan, etc.)

\*Signature *Cassandra M. Homan*





## CITY OF NEWPORT TREE REMOVAL APPLICATION

\*Indicates Required Field

### Applicant Information

\*Applicant Name: Cassandra Homan, city arborist  
\*Applicant Phone Number: 800-800-740  
\*Applicant Email: c.homan@newportky.gov

### Property Information

\*Owner of Property  
(if different from applicant): \_\_\_\_\_  
\*Property Address: 813 Park  
\*Property City, State, ZIP: Newport, KY  
\*Type of Property: Residential ☒ Commercial ☐

### Tree Information

\*Tree location: Public ROW ☒ Private Property ☐  
\*Tree Location on Property: tree well in front of property  
\*Tree Species (if known): red maple  
\*Tree Size & Height: 18 inches dbh  
\*Reason for Removal: Water installed new meters, cutting out much of the supporting root system. Tree is no longer stable long-term.

### Replacement Plan:

\*Will the tree be replaced: Not unless the homeowner elects to replace the tree.

Attach any supporting documents (Arborist's recommendations, development/landscaping plan, etc.)

\*Signature *Cassandra M. Homan*

