

**Tree Advisory Commission
Community Room
New Castle City Police Station
1 Municipal Blvd., New Castle, DE 19720
Monday, April 7, 2025 – 5:00 p.m.**

PLEASE NOTE THE NEW MEETING STARTING TIME.

AGENDA

1. Approval of Minutes
2. Public Comments/Comments from the Floor

Old Business/Tabled Applications/Old Applications:

1. **Application 2025-02** – Kevin & Robin Clineff – 37 W 6th St – Remove 2 trees.

New Business/New Applications:

- 1 **Application 2025-04** – Omar Soliman – 900 Clayton St – Remove 2 trees.
- 2 **Application 2025-05** – Dominick Alvini – Removal of trees along the Markel Trail.

Member Comments/Discussion:

1. Budget Report.
2. Discussion: Spring Planting Plan.
3. Discussion: Extended Watering Plan.
4. Elm Tree Treatment Proposal.

Miscellaneous:

Posted:3/31/2025

Note: This agenda as listed may not be considered in sequence. If you are unable to attend the meeting, questions and comments will be taken via email up to 3:00 p.m. on Monday, April 7, 2025 at info@newcastlecity.delaware.gov.

MINUTES
City of New Castle Tree Advisory Commission
March 3, 2025 – 5:00 p.m.
1 Municipal Boulevard

Members Present: Edward Ryan
Alice Riehl
Art Walker

Absent: Wolcott Davis
Carl Benson, Chair

Also Present: Norman Lehr
Ron Vukelich

In Mr. Benson's absence, Mr. Ryan called the meeting to order at 5:00 p.m. Roll call followed and a quorum to conduct business was declared.

Minutes

A motion to approve the minutes of the February 3, 2025 meeting as presented was made by Ms. Riehl. The motion was seconded by Mr. Walker and unanimously passed.

Public Comment

Kathy Walsh – 172 East 4th Street – Application 2023-16

Ms. Walsh stated that regarding her application from 2023, she was told that the work to trim her tree was out for bid; however, last week a crew from Public Works came out to do the work. She expressed her frustration that she never received any communication regarding the work from the City or Public Works; nor was the City Office aware that the work would be done that day. Because she was working from home and the job would have taken six hours, Ms. Walsh declined to have the trees trimmed that day. She added that it has been almost two years since she initially submitted her application.

Ms. Walsh also said that she has concerns about the health of the tree, noting that roots are growing up around two manhole covers, the discoloration of the tree, a bad smell comes from the tree when it gets wet, and swarms of bugs come from an area that appears rotten.

A discussion of the situation and the lack of communication ensued. Ms. Walsh stated that the original application was to have the tree trimmed; however, at a TAC meeting in the fall she brought up her concerns regarding the health of the tree and having the tree evaluated for removal was discussed.

Mr. Ryan will discuss the matter with Mr. Benson and Mr. Delgado and follow-up with Ms. Walsh this week.

ACTION: TAC to discuss the situation with Public Works and keep Ms. Walsh informed.

Old Business

Application 2024-13 – Fred Wright – 104 West 6th Street – Pruning Request

Ms. Riehl noted that the work had been completed.

ACTION: Application 2024-13 can be closed.

Application 2024-27 – David DiAngelo – 308 Moore Avenue – Pruning Request

Mr. Delgado questioned why there was a request to trim the tree again. It was noted that the applicant was concerned about his tree blocking the stop sign. Mr. Vukelich stated that Mr. Delgado said the tree appeared fine from his standpoint.

A motion to deny Application 2024-27 to prune trees on 8th Street was made by Ms. Riehl. The motion was seconded by Mr. Walker and unanimously carried.

ACTION: Application 2024-27 was denied and can be closed.

New Business

Application 2025-01 – Alice Riehl

An application was submitted by Ms. Riehl to have a tree located at 3rd and Delaware Streets removed. The tree is hanging very low over the street and looks like it will fall into the street soon. The Commissioners reviewed a picture submitted with the application and Mr. Lehr concurred that the tree should be removed.

A motion to approve Application 2025-01 to remove a leaning tree at 3rd and Delaware Streets was made by Ms. Riehl. The motion was seconded by Mr. Walker and unanimously passed.

ACTION: Add the leaning tree at 3rd and Delaware Streets to the City Tree List for removal.

Application 2025-02 – Kevin & Robin Clineff – 37 West 6th Street

An application was submitted to have two Sycamore trees on the curb between the road and the sidewalk at 37 West 6th Street removed. The applicant believes the roots may be destroying the foundation and causing the basement to leak more each year. The applicants were not present to participate in a discussion of the application.

It was noted that from the picture attached to the application, it was unclear whether the foundation is being affected by the roots. During discussion, it was opined that the trees appear to be healthy, and removing them would affect the tree canopy on 6th Street. Mr. Lehr suggested that the Commission ask for evidence that the foundation is being damaged. A concern was also raised that if the two trees are removed additional requests to remove trees on 6th Street will be submitted based on aesthetics. Further discussion included the size of the root structure and the condition of the sidewalk.

A motion to table Application 2025-02 pending investigation of the situation to determine the effect of the trees on the foundation of the house and reassess the application at the April meeting was made by Ms. Riehl. The motion was seconded by Ms. Ryan and was unanimously passed.

Mr. Vukelich suggested that he and Mr. Lehr inspect the Sycamore trees.

ACTION: Add Application 2025-02 to the April Agenda.

Application 2025-03 – Stephen & Linda Suskie and Henry & Allison Tobey – 119 East 3rd Street

An application was submitted to plant a tree on the property line nryerrm 117 and 119 East 3rd Streets to replace a Bradford Pear tree that had been removed. Ms. Suskie stated that there was no notification that the Bradford Pear tree would be removed; noting her belief that Municipal Services (MSC) removed the tree. A discussion of the appropriate species to replant ensued. It was noted that a Summers Tower Redbud would be a good option; and one is available to plant in the fall.

Ms. Riehl stated that she would attend a future MSC meeting regarding tree removal and the lack of communication. Mr. Ryan concurred that a discussion to improve communications needs to be held.

A motion to approve planting a Summers Tower Redbud tree at 117/119 East 3rd Street when one is available was made by Mr. Ryan. The motion was seconded by Ms. Riehl and was unanimously passed.

ACTION: Add Application 2025-03 to the TAC Tree Planting List for planting in the fall of 2025.

During discussion Ms. Suskie stated that she is willing to water the tree under Mr. Vukelich's direction.

Member Comments / Discussion

Budget Report

Ms. Riehl stated that there has been no change in the budget from the prior meeting: \$4,860 for planting and \$11,090 for maintenance.

Mr. Ryan will follow-up with Mr. Delgado regarding stump grinding to ensure all work is done and invoices are paid prior to June 30th. A discussion of the location of stumps ensued, including whether the City can bill the State for tree work done on State land.

Spring Planting Plan

Mr. Ryan stated that he and Messrs. Vukelich and Lehr inspected sites for spring planting and discussed the availability of trees. The expectation is to plant 24 trees in the next two years: 12 in spring/fall 2025 and 12 in spring/fall 2026.

- Spring/Fall 2025:

Tree Advisory Commission
March 3, 2025

- 5th Street Library – four along 5th Street, two in front of the annex on Delaware Street, one on the right side entrance; and two in the parking lot greenspace.
- 4th Street – Six trees.
- Delaware Street – Between 6th and 7th Streets.

Extended Watering Plan

Mr. Vukelich noted that in 2024 the City watered 75 trees and an additional 22 trees were watered by Annalise. In response to a question from Mr. Ryan, Mr. Vukelich stated that typically new trees require three years of watering; however, if the trees are balled in burlap they would require an additional year of watering. Mr. Lehr recommended that TAC have a plan to water younger trees during extreme drought times.

Mr. Ryan will check with Mr. Benson regarding purchasing additional watering bags.

Miscellaneous

Kathy Walsh – 172 East 4th Street

- Ms. Walsh noted that it is very difficult to find a written copy of the minutes of public meetings on the City website; and the only options are to view the recording or attend the meeting.
- In response to a question from Ms. Walsh, Ms. Riehl noted that the evergreen tree that is decorated at Christmas belongs to the Trust.

There being no further business to discuss, Mr. Ryan called for a motion to adjourn.

A motion to adjourn was made by Ms. Riehl and seconded by Mr. Walker. The motion was unanimously carried and the meeting adjourned at 6:15 p.m.

Respectfully submitted,

Kathleen R. Weirich
City Stenographer



CITY TREE WORK PERMIT APPLICATION

**Tree Advisory Commission
City of New Castle
220 Delaware Street
New Castle, Delaware 19720
Phone: (302) 322-9801
Fax: (302) 322-9814**

Date of Request: 7/20/2024

File Number: 2024-02

- Planting Permit
- Pruning Permit
- Removal and Replacement Permit
- Tree Pit modification or creation
- Other (Please Explain)

25 FEB 3 AM 9:35
CITY OF NEW CASTLE

Applicant(s) Name: Kevin and Robin Clineff
 Address: 37 W 6th St, New Castle, DE 19720
 Phone(s): 484-995-2522 Email: robinclineff@gmail.com

Location/address of requested tree work: 37 W 6th St
 Tree Location: Two Tress on the Curb inbetween the Road and the Sidewalk

Number, species and size* of tree(s) to be **planted**: _____

Number, species and size* of tree(s) requested to be **pruned****: _____
 Reason(s) for pruning request: _____

Number, species and size* of tree(s) requested for **removal****: 2 Syncamore Trees

Reason(s) for removal request (Please fill out your selection of replacement tree(s)): _____
We believe the roots may be destroying our home's foundation and uasing our basement to leak more and more each year.

All contractors must be approved and licensed by the City.
 Contractor's Name, Address, Phone Numbers: _____

Application is hereby made to conduct the operations described above. If a permit is granted, I/ we agree to have all work performed in accordance with all specifications, rules and standards set forth in Chapter 210, of the Code of the City of New Castle. All work must comply with all ISA and ANSI specifications.

Signature(s): Property Owner(s): Kevin and Robin Clineff
 Applicant: Robin Clineff





CITY TREE WORK PERMIT APPLICATION

Tree Advisory Commission
City of New Castle
220 Delaware Street
New Castle, Delaware 19720
Phone: (302) 322-9801
Fax: (302) 322-9814

Date of Request:

File Number: 2025-04

- Planting Permit
- Pruning Permit
- Removal and Replacement Permit
- Tree Pit modification or creation
- Other (Please Explain)

Applicant(s) Name: Omar Soliman
 Address: 900 Clayton St. Historic New Castle, DE 19720
 Phone(s): 347-552-5872 Email: omarsolimanx@gmail.com

Location/address of requested tree work: 900 Clayton St. Historic New Castle, DE 19720
 Tree Location: W 9th St. on the side of the house

Number, species and size* of tree(s) to be **planted**: _____

Number, species and size* of tree(s) requested to be **pruned****: _____
 Reason(s) for pruning request: _____

Number, species and size* of tree(s) requested for **removal****: 2, medium to large

The trees are intertwined with cable lines therefore making them a hazard. The tree roots also interfere with the historic brick walkway causing them to be a tripping hazard leading to injury.

Reason(s) for removal request (Please fill out your selection of replacement tree(s)): _____

All contractors must be approved and licensed by the City.
 Contractor's Name, Address, Phone Numbers: _____

Application is hereby made to conduct the operations described above. If a permit is granted, I/we agree to have all work performed in accordance with all specifications, rules and standards set forth in Chapter 210, of the Code of the City of New Castle. All work must comply with all ISA and ANSI specifications.

Signature(s): Property Owner(s): Omar Soliman
 Applicant: Omar Soliman

Submit form to: City of New Castle, 220 Delaware St, New Castle, DE 19720; or Fax to 302-322-9814; or scan and email to: info@newcastlecity.delaware.gov

*DBH; diameter at approximately 4.5 feet above grade. Must be measured, not estimated. (Measure the circumference and supply that measurement.)

**Please attach the report prepared by an arborist, certified by the International Society of Arboriculture or other nationally recognized tree research, care and preservation organization, stating and certifying the reason(s) for the tree work.

Documentary photographs are required for all removals.

Certified Arborist report - (write here or attach): _____

Company: _____ Phone: _____
Signed: _____ Certification: _____

City use only:

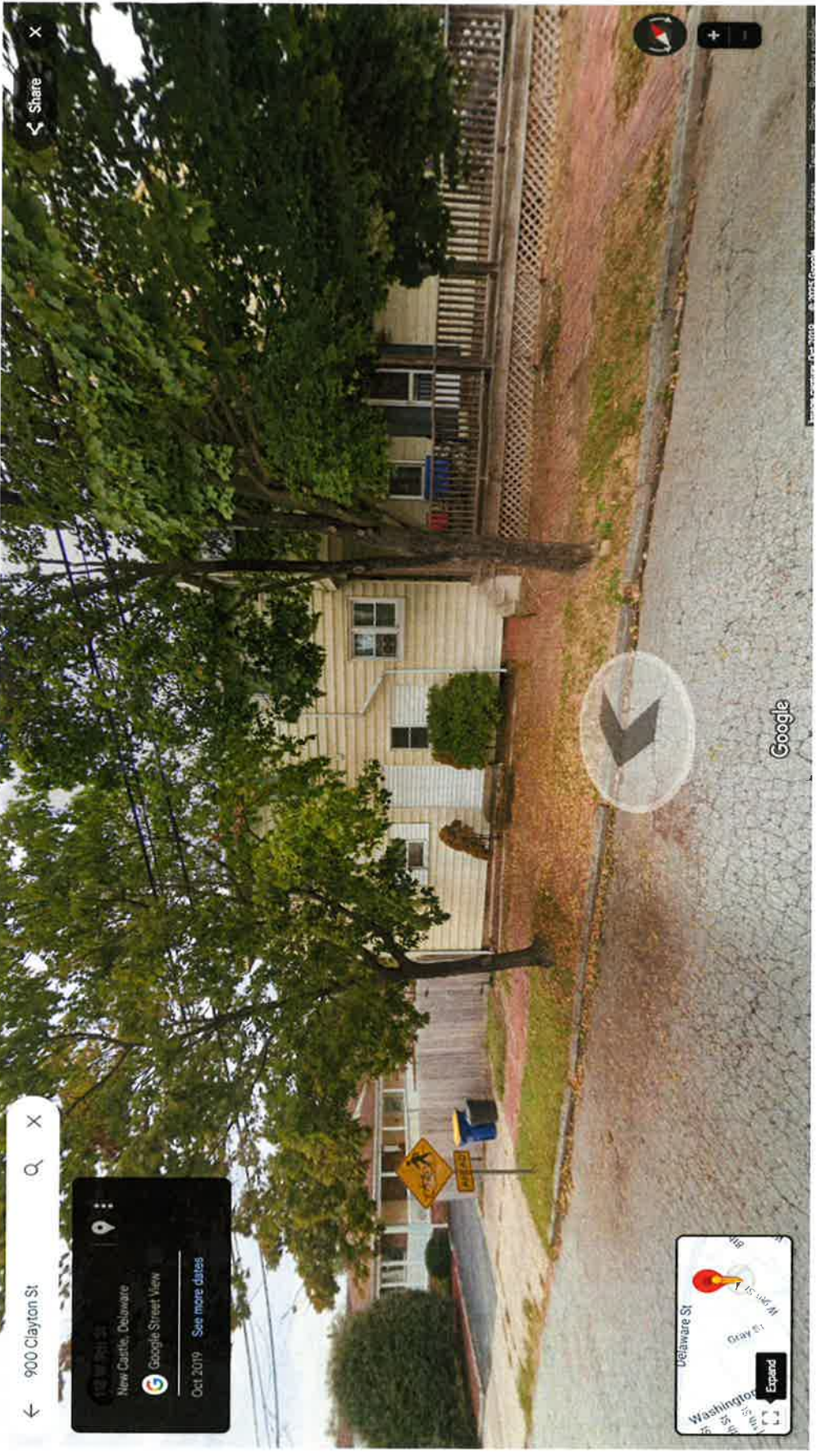
Reset Form

PRINT

File Number: _____
Inspection Date: _____ DBH: _____ Condition: _____
Approved: _____ Initials: _____ Contractor: _____ License number: _____
Denied: _____ Initials: _____ Comments: _____

Inventory updated: initials: _____

City Administrator's Authorization: _____



Share X

900 Clayton St X

10:58 AM '20
New Castle, Delaware
Google Street View
Oct 2019 See more dates



Google



Google



CITY TREE WORK PERMIT APPLICATION

Tree Advisory Commission
City of New Castle
220 Delaware Street
New Castle, Delaware 19720
Phone: (302) 322-9801
Fax: (302) 322-9814

CITY OF NEW CASTLE
'25 MAR 21 PM 12:35

Date of Request:

File Number: 2025- OK

- Planting Permit
- Pruning Permit
- Removal and Replacement Permit
- Tree Pit modification or creation
- Other (Please Explain) REMOVAL

Applicant(s) Name: DOMINICK ALVINI

Address: 106 WEST 10 ST.

Phone(s): 302-650-5240 Email: dominickalvini@yahoo.com

Location/address of requested tree work: MARKEL TRAIL BETWEEN WEST 10 ST & 273

Tree Location: MULTIPLE TREES

Number, species and size* of tree(s) to be planted: 0

Number, species and size* of tree(s) requested to be pruned**: MULTIPLE LARGE & DAMAGED TREES

Reason(s) for pruning request: BRANCHES GROWING INTO PRIVATE PROPERTY, LEANING TREES, LARGE TREE'S POSE HAZARD TO PRIVATE PROPERTY, HISTORIC WALL PEOPLE USING MARKEL TRAIL, TRAIL IS UNEMPTY

Number, species and size* of tree(s) requested for removal**: MULTIPLE LARGE TREES

WITH THE HIGH WIND WE HAVE THIS YEAR WE ARE WORRIED TREES FALLING ON HOUSES

Reason(s) for removal request (Please fill out your selection of replacement tree(s)):

All contractors must be approved and licensed by the City.

Contractor's Name, Address, Phone Numbers:

Application is hereby made to conduct the operations described above. If a permit is granted, I/we agree to have all work performed in accordance with all specifications, rules and standards set forth in Chapter 210, of the Code of the City of New Castle. All work must comply with all ISA and ANSI specifications.

Signature(s): Property Owner(s): DOMINICK ALVINI

Applicant: DOMINICK ALVINI

Submit form to: City of New Castle, 220 Delaware St, New Castle, DE 19720; or Fax to 302-322-9814; or scan and email to: info@newcastlecity.delaware.gov

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Certified Arborist report - (write here or attach): _____

Company: _____ Phone: _____

Signed: _____ Certification: _____

City use only:

Reset Form

PRINT

File Number: _____

Inspection Date: _____ DBH: _____ Condition: _____

Approved: _____ Initials: _____ Contractor: _____ License number: _____

Denied: _____ Initials: _____ Comments: _____

Inventory updated: initials _____

City Administrator's Authorization _____

