

City of McMinnville
Landscape Review Committee
Regular Meeting

September 21, 2016, 12:00 p.m.
Community Development Center
McMinnville, Oregon

MINUTES

Members Present: Chair Rob Stephenson, Committee Members RoseMarie Caughran, Tim McDaniel, Sharon Gunter, and Josh Kearns

Members Absent: None

Staff Present: Chuck Darnell (Associate Planner), Ron Pomeroy (Principal Planner), and Heather Richards (Planning Director)

Others Present: John Ashton (Applicant), and Jared Miller (Guest)

1. Call to Order

Principal Planner Pomeroy called the meeting to order at 12:00 PM. Pomeroy introduced Chuck Darnell, a new staff person. All attendees introduced themselves and described their position on the Landscape Review Committee.

2. Approval of Minutes:

There were no minutes to approve.

3. Action Items

L 16-15

Principal Planner Pomeroy introduced the application and plan, which is a revised landscape plan for the property at 1535 NE Miller Street. Chair Stephenson abstained from voting on the plan because he was involved in the creation of the plan, but did describe the landscaping features on the revised plan.

Committee Member Caughran asked if the original requirements of the City were met on the revised plan. Staff stated that they were addressed. Committee Member McDaniel asked for a clarification on the type of landscaping being proposed.

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Committee Member Caughran moved that the revised plan be approved. Committee Member Gunter seconded. With no further discussion, the Landscape Review Committee members voted to approve the revised plan unanimously.

L 24-16 – Continued from August 17, 2016 Meeting

Principal Planner Pomeroy introduced the application, which is a continuation of a tree removal request for the property at 957 SW Fellows Street. Pomeroy stated that Public Works staff completed an inspection, as requested by the Landscape Review Committee at the August meeting, and concurred with the arborist's report that there was decay in the tree and recommended that the arborist's recommendation of removal be followed.

Committee Member Gunter moved that the tree removal request be approved. Chair Stephenson seconded. With no further discussion, the Landscape Review Committee members voted to approve the tree removal request unanimously.

L 25-16 – Continued from August 17, 2016 Meeting

Principal Planner Pomeroy introduced the application, which is a continuation of a landscape tree removal request for the property at 1201 NE Highway 99W. Pomeroy stated that Public Works staff completed an inspection, as requested by the Landscape Review Committee at the August meeting, and concurred with the arborist's report that there was poor branching structure and shallow rooting. Public Works staff recommended that the tree be removed and replaced, as the tree was part of an originally approved landscape plan.

Chair Stephenson suggested that the replacement tree be of three (3) inch caliper, measured six (6) inches above grade to match the maturity of the other trees in the area.

Committee Member Caughran stated that the applicant could have moved the sign and avoided removing the tree. Committee Member Gunter stated that the report also noted that there were no major health issues with the tree.

Committee Member McDaniel asked whether the tree could be supported in any way to preserve the tree. Committee Member Kearns stated that his landscaping company does not have any experience with that any type of support system to preserve trees.

Chair Stephenson stated that root barrier should be required on this application. Committee Member Kearns stated that any tree replacement near parking or sidewalks be required to have root barriers.

Chair Stephenson moved that the removal request be approved, with conditions that the tree be replaced with a three (3) inch caliper tree, that root barrier be installed, and that the irrigation should be repaired. Committee Member McDaniel seconded. Committee Member Kearns stated that the replacement tree should be of a species similar to the others on the

site. With no further discussion, the Landscape Review Committee members voted to approve the tree removal request unanimously.

L 26-16

Principal Planner Pomeroy introduced the application and street tree plan for Phase 4 and Phase 5 of the Valley's Edge subdivision. Pomeroy stated that Public Works staff completed a review, and was in support of the types of trees being proposed.

Chair Stephenson suggested that root barrier be required on all of the street tree plantings. Committee Member Kearns stated that the detail on the plan does show root barrier.

The committee members discussed the placement of the trees, and ultimately decided that the plan should be approved as shown, but allow for minor changes if required to meet utility and other infrastructure setbacks. However, the tree spacing should always meet the maximum spacing requirements as required by the Trees chapter of the zoning ordinance.

Chair Stephenson moved that the street tree plan be approved, with conditions that the trees be two (2) inch caliper trees, that root barrier be installed, and that all other requirements of the review criteria be followed. Committee Member McDaniel seconded. With no further discussion, the Landscape Review Committee members voted to approve the tree removal request unanimously.

L 27-16

Principal Planner Pomeroy introduced the application, which is a request for a tree removal request for the property at 1843 NW Poppy Hills Drive. Pomeroy stated that Public Works staff completed an inspection, as requested by the Landscape Review Committee at the August meeting, and concurred with the arborist's report that there is large roots that are impacting the adjacent sidewalk and recommended that the arborist's recommendation of removal be followed.

Committee Member McDaniel asked whether the sidewalk could be repaired to save the tree. Committee Member Kearns stated that it would be a temporary fix, and the roots would impact the sidewalks again in the future.

Chair Stephenson stated that there should be a timeline for when the tree replacement should be completed. Planning Director Richards stated that it would be the City's responsibility to inspect and ensure that the replacement is completed. Committee Member Kearns stated that six months would be an adequate time to allow the owner to plan for and complete the tree replacement.

Chair Stephenson moved that the street tree plan be approved, with conditions that the replacement tree be a two (2) inch caliper trees and of a tree of similar variety to others in the subdivision, that root barrier be installed, and that all other requirements of the review criteria be followed. Committee Member Caughran seconded. With no further discussion,

the Landscape Review Committee members voted to approve the tree removal request unanimously.

L 28-16

Principal Planner Pomeroy introduced the plan, which is a request for the removal of 2 street trees at the property at 2014 NE McDaniel Lane. Pomeroy stated that Public Works staff completed an inspection and determined that there was sidewalk damage from the trees, and that Public Works recommended that the trees be removed and replaced with a tree species acceptable to the Landscape Review Committee.

Committee Member Kearns moved that the street tree plan be approved, with conditions that the replacement tree be a two (2) inch caliper trees and of a tree from the approved Street Tree List, that root barrier be installed, and that all other requirements of the review criteria be followed. Chair Stephenson seconded. With no further discussion, the Landscape Review Committee members voted to approve the tree removal request unanimously.

L 30-16

Principal Planner Pomeroy introduced the street tree plan for Phase 5 of the West Valley Estates subdivision. Pomeroy stated that Public Works staff completed a review, and was not in support of the types of trees being proposed because they would be too large. Public Works recommended that the trees be *Red Sunset* or *Armstrong* species.

Committee Member Caughran stated that the trees should be planted as the species shown, not as a type that is available at the time of planting as the street tree plan described. Committee Member Gunter stated that our approval should include specific species that would be allowed. Planning Director Richards stated that staff will ensure that those species are all on the approved Street Tree List.

Committee Member Gunter moved that the removal request be approved, with conditions that the trees be two (2) inch caliper trees of the species recommended by staff, that root barrier be installed, and that all other requirements of the review criteria be followed. Committee Member McDaniel seconded. With no further discussion, the Landscape Review Committee members voted to approve the tree removal request unanimously.

L 31-16

Principal Planner Pomeroy introduced the plan, which is a new landscape plan for the property at 3440 NE Three Mile Lane. Committee Member Kearns abstained from voting on the plan because he was involved in the creation of the plan, but did describe the landscaping features on the plan. Principal Planner Pomeroy stated that the landscaping for the property is considered to be part of a campus development, and the landscaping requirement of 14 percent is being met.

Chair Stephenson stated that the other criteria to be reviewed would be quality of landscaping and placement of landscaping, and that he believed the plans displayed high quality landscaping. Committee Member McDaniel

Chair Stephenson moved that the plan be approved as drawn. Committee Member Gunter seconded. With no further discussion, the Landscape Review Committee members voted to approve the revised plan unanimously.

4. Discussion Items:

Associate Planner Darnell reviewed the tree removal request for the property at 1200 NE Baker Street, which was conditionally approved at the last Landscape Review Committee meeting. Conditions of approval were that a replacement plan and maintenance plan be submitted and reviewed by the Committee, but those plans had not been submitted.

The Landscape Review Committee directed staff to contact the applicant and require that they submit the plans for review at the next Landscape Review Committee meeting.

5. Citizen Comments

There were no citizen comments.

6. Committee Member Comments

There were no committee member comments.

7. Staff Comments

There were no staff comments.

8. Adjournment

The meeting was adjourned at 1:24 PM.