



City of McMinnville
Planning Department
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MINUTES

February 15, 2017
Landscape Review Committee
Regular Meeting

12:00 pm
Community Development Center
McMinnville, Oregon

Members Present: Rose Marie Caughran, Sharon Gunter, and Tim McDaniel

Members Absent: Josh Kearns and Rob Stephenson

Staff Present: Chuck Darnell

1. Call to Order

The meeting was called to order at 12:12 pm.

A. Election of Chair and Vice-Chair

Committee Member Gunter nominated Rob Stephenson for Chair for 2017. The motion was seconded by Committee Member Caughran and passed 3-0.

Committee Member McDaniel nominated Sharon Gunter for Vice Chair for 2017. The motion was seconded by Committee Member Caughran and passed 3-0.

2. Citizen Comments

None.

3. Approval of Minutes

A. January 18, 2017 Regular Meeting

Committee Member Gunter moved to approve the January 18, 2017, Regular Meeting Minutes as written. The motion was seconded by Committee Member McDaniel and passed 3-0.

4. Action/Docket Item (repeat if necessary)

A. L 1-17 – Landscape Plan (3950 SE Three Mile Lane)

Associate Planner Darnell introduced the application, which was a landscape plan for a new wireless communications tower on Three Mile Lane. It would not be visible from the street as it would be behind an existing building. The tower would be surrounded by a chain link fence with slats and arborvitae. Staff proposed a condition that the arborvitae would be placed three feet on center surrounding the entire facility. None of the existing site would be altered, and it was an existing paved area that would be used for the tower. Staff recommended approval with conditions.

Committee Member McDaniel moved to approve L1-17 as presented. The motion was seconded by Committee Member Gunter and passed 3-0.

B. L 2-17 – Landscape Plan (1270 NE Alpha Drive)

Associate Planner Darnell introduced the landscape plan application for a parcel on the corner of Alpha Drive and Riverside Drive. This corner lot fronted two public rights-of-way and street trees would be planted on both frontages. The applicant was proposing to plant Maple trees on Riverside Drive to be consistent with the existing Maple trees on the site. There were overhead power lines on Alpha Drive, and a species of small cherry tree would be planted. There had to be 20 feet spacing between the trees. There would be landscaping around the perimeter of the parking lot and building with some boulders interspersed. There would also be barkdust and turf between the building and sidewalk. Drip line irrigation would be installed on all landscaped areas.

There was discussion regarding how there was too much barkdust being proposed where plantings or turf could be used instead and revised drawings needed to be brought back.

Committee Member McDaniel moved to deny the application based on incomplete landscape and irrigation plans and concerns about the amount of barkdust proposed and minimal plantings in the areas fronting the streets. The motion was seconded by Committee Member Gunter and passed 3-0.

5. Discussion Items

A. Tree City USA 20th Year Celebration

Associate Planner Darnell said this was the 20th year that McMinnville was a Tree City USA and suggested planning a planting event to celebrate.

There was discussion regarding partnering with Morning Rotary and possible locations in the City for the plantings. Associate Planner Darnell would come back to the next meeting with more details.

6. Old/New Business

None.

7. Committee/Commissioner Comments

There was discussion regarding trees being removed for street lights and if they would be replaced. Associate Planner Darnell would look into the issue and bring back more information.

8. Staff Comments

None.

9. Adjournment

The meeting was adjourned at 1:00 pm.

DRAFT