



City of McMinnville
Planning Department
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MINUTES

February 20, 2019
Landscape Review Committee
Regular Meeting

12:00 pm
Community Development Center
McMinnville, Oregon

Members Present: Rose Marie Caughran, Sharon Gunter, Josh Kearns, and Tim McDaniel
Members Absent: Rob Stephenson
Staff Present: Jamie Fleckenstein Associate Planner
Guests Present: Kellie Menke – City Councilor

1. Call to Order

Vice Chair Gunter called the meeting to order at 12:00 p.m.

2. Citizen Comments

None

3. Approval of Minutes

- A. August 15, 2018
- B. September 19, 2018
- C. October 17, 2018

Committee Member Kearns moved to approve the August 15, September 19, and October 17, 2018 minutes. The motion was seconded by Committee Member McDaniel and passed 4-0.

4. Action/Docket Item (repeat if necessary)

- A. L 18-18 – Landscape Plan Revision - 711 NE Highway 99W

Associate Planner Fleckenstein said the LRC reviewed this application a few months ago and a revision had been submitted. The original landscape plan that had been approved by the LRC had landscaping on the north side of the building behind the building and adjacent to the church parking lot. The revision was a request to remove the landscaping on the north side and to add landscaping to the front of the building where it was more visible. During the construction of the building, the site behind the building was filled in with gravel. It was 600 square feet of planting proposed on the north

side, and there would be 336 square feet of planting in the front. The trash storage would be shared with the adjacent business. The applicant was proposing to put in a Japanese Maple tree surrounded by small evergreen shrubs. There would be a continuation of the grasses that were found along the parking area. The applicant was still above the minimum required landscaping. The area behind the building would not be visible on a regular basis and the plants would struggle for sunlight on the north side of the building. The planting in the front would be on the south side facing Highway 99W and would be more visible and would help provide buffering between the parking and the building. Staff recommended approval.

Committee Member Kearns agreed planting on the north side would not gain much, but planting on the south side would help with screening.

Committee Member Kearns moved to approve L 18-18. The motion was seconded by Committee Member McDaniel and passed 4-0.

B. L 2-19 – Cottonwood 1st Street Tree Improvement Zone

Associate Planner Fleckenstein said this was a request for a revision to the Cottonwood first addition Street Tree Improvement Plan. The LRC had recently changed the Plan to address the pear trees on some of the side streets to be replaced with Redbuds. Last month an application came in to remove an oak tree on Meadows Drive. Staff was directed to address it through a revised Street Tree Improvement Plan. The change would allow oaks along NW Meadows Drive to be replaced with Red Sunset Maples. This would be an administrative approval through the Planning Department.

There was discussion regarding the Raywood Ash trees that were on Cottonwood Drive which would most likely need to be replaced due to the issue of borer beetles.

Committee Member Gunter moved to approve L 2-19. The motion was seconded by Committee Member Kearns and passed 4-0.

C. L 3-19 – Landscape Plan - 1175 NE 19th Street

Associate Planner Fleckenstein reviewed the landscape plan for the proposed new indoor batting cage facility at Patton Middle School. Along the east side of the building there would be Viburnum tinus hedge and two Red Sunset Maples would be planted in the gaps in the row of existing trees on McDaniel Lane.

Committee Member Kearns had drawn this plan. No irrigation was being included, but the School District would hand water the plants through establishment and was responsible for replacements.

Associate Planner Fleckenstein said the building would replace an existing outdoor facility and would provide additional buffering and screening from the neighbors across the street. There would be a mural on the east side of the building as well and the existing sidewalk would be paved and extended to provide access to the new building. Staff recommended approval with conditions.

There was discussion regarding the details of the project.

Committee Member Gunter moved to approve L 3-19. The motion was seconded by Committee Member Caughran and passed 3-0-1 with Committee Member Kearns abstaining.

D. L 49-18 – Street Tree Removal - 1939 NW Meadows Drive

Associate Planner Fleckenstein stated the HLC continued this application from the last meeting in order to change the Street Tree Improvement Plan for Meadows Drive. That had been done and now the application for the oak tree to be taken out and replaced with an approved alternate could be approved.

Committee Member Kearns moved to approve L 49-18. The motion was seconded by Committee Member Gunter and passed 4-0.

5. Discussion Items

A. 2019 Oregon Community Tree/Tree City USA Grant Update

Associate Planner Fleckenstein gave an update on the grant for an Arbor Day event. He had talked to the School District about a possible project, and had come up with replacing some trees that had been removed at Bear Hugs Preschool which was by the High School. The grant would also secure funds to engage the students in the fabrication and welding program to create a plaque that could be placed next to the trees.

Committee Member Kearns suggested the trees be planted at the corners of the fence line.

B. Work Plan Project Funding

Associate Planner Fleckenstein reported that the Planning Department was able to allocate some funds for items on the LRC's Work Plan this year. Those projects included a street tree inventory, development and publication of the Right Tree, Right Place brochure, and arborist consultation for downtown tree removal requests.

There was discussion regarding the projects. There was further discussion regarding the historic evidence for designating the Sequoia tree in City Park outside of the library as a heritage tree.

6. Old/New Business

None

7. Committee/Commissioner Comments

None

8. Staff Comments

None

9. Adjournment

Vice Chair Gunter adjourned the meeting at 12:48 p.m.