



**City of McMinnville**  
**Planning Department**  
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# MINUTES

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**March 20, 2019**  
**Landscape Review Committee**  
**Regular Meeting**

**12:00 pm**  
**Community Development Center**  
**McMinnville, Oregon**

**Members Present:** Rose Marie Caughran, Sharon Gunter, Tim McDaniel, and Rob Stephenson  
**Members Absent:** Josh Kearns  
**Staff Present:** Jamie Fleckenstein Associate Planner  
**Guests Present:** Scott Hill – Mayor and Doug Young

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## 1. Call to Order

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

## 2. Citizen Comments

None

## 3. Approval of Minutes

Committee Member Gunter pointed out that on page 3 of the December minutes that it should say “grating” of the trees, instead of “grading”.

A. November 29, 2018

B. December 19, 2018

Committee Member Gunter moved to approve the November 29 and December 19, 2018 minutes as amended. The motion was seconded by Committee Member Caughran and passed 4-0.

## 4. Action/Docket Item (repeat if necessary)

A. L 29-18 – Street Tree/Landscape Plan - Whispering Meadows Subdivision

Associate Planner Fleckenstein discussed the street tree and landscape plan for the Whispering Meadows subdivision. This application had come to the LRC in September and the LRC continued the application for the applicant to revise the plan so the street trees were consistently spaced along

the two streets of the subdivision. The LRC had suggested placing trees in the front yards of the individual lots that would act as street trees and help provide the tree lined street and canopy coverage over the right-of-way. These were narrow 40 foot lots and because of water meters and street lights there was no space for trees in the right-of-way. Staff was concerned about the lack of clarity for maintenance and responsibility of the trees if the trees were placed on the individual lots. One of the conditions of approval was that the trees be moved so they were clearly on one lot and not straddling property lines. The LRC had also proposed that a less broad tree be planted instead of the proposed Skyline Honey Locust trees. The applicant was now proposing to plant Armstrong Red Maple trees. The HOA would maintain the bioswale. The street tree between lots 10 and 11 did not meet the spacing standard and one condition was that this tree not be planted. Other conditions included moving the trees off of shared property lines and to place a Bloodgood Japanese Maple tree in each of the front yards so that there was a continuous canopy and line of street trees. There would be one tree per lot except for flag lots where there was no space between the driveway and property line.

There was discussion regarding spacing standards from the water meters and driveways and how the bioswale would work.

Associate Planner Fleckenstein said there were also plantings inside the bioswale that were appropriate for wet soil and performing the bioswale function. There would also be landscaping for Tract A which was a pedestrian connection from the subdivision out to Cumulus Avenue. Staff thought the landscaping was appropriate, attractive to the area, and would provide screening and buffering.

Committee Member Gunter expressed concerns about home owners cutting down the trees.

Chair Stephenson asked if this would be affordable housing. Mayor Hill thought it would be.

There was discussion regarding what was meant by affordable and workforce housing and getting funding to subsidize projects. There was further discussion regarding expanding the Urban Growth Boundary and need for a 20 year supply of land.

Committee Member Gunter moved to approve L 29-18 with conditions and a redrawn map to show the locations of the trees off the property lines. The motion was seconded by Committee Member Caughran and passed 4-0.

#### B. L 6-19 – Street Tree Removal - 1145 SE 1<sup>st</sup> Street

Associate Planner Fleckenstein reviewed the application for street tree removals on SE 1<sup>st</sup> Street at St. James Parish. The proposal was to remove 13 trees in three different areas. Where there was sidewalk damage the applicant would need to repair the sidewalk. The area along 1<sup>st</sup> Street had 4 Cherry trees to be removed due to overhead wires and sidewalk damage. They were proposed to be replaced with trees from the small tree list to fit under the power lines. The area along 1<sup>st</sup> and Kirby had 3 Maple trees to be removed due to sidewalk damage and the applicant proposed to replace them with one tree so there was not overcrowding of the existing trees in that area.

Chair Stephenson suggested the applicant replace all of the sidewalk in this area as it was old instead of just a few panels.

Doug Young, applicant, said they were trying to keep the costs down. They planned to target the areas that were damaged and the worst condition sidewalks.

Associate Planner Fleckenstein said staff recommended requiring three replacement trees in a different location so they would not crowd the existing trees. The location would be the planter strip so trees would continue to go down along 1<sup>st</sup> Street. The trees would come from the small street tree list. The other area for tree removal was in front of the school where the large Maple trees would be

removed due to sidewalk damage and the trees themselves were also damaged. Staff did not recommend replacing these trees.

Mr. Young explained how the sidewalks would be repaired in this area.

There was discussion regarding putting a hedge around the area where children played or putting in privacy slats in the chain link fence.

Associate Planner Fleckenstein said staff recommended approval of the application.

Chair Stepehnson pointed out once the trees were removed, the replacement trees at least 2 inch in caliper would need to be put in as well as stump grinding and root barriers.

Mr. Young discussed how this project would be funded.

Committee Member Caughran moved to approve L 6-19. The motion was seconded by Committee Member Gunter and passed 4-0.

## **5. Discussion Items**

### **A. 2019 Arbor Day Tree Planting Event**

Associate Planner Fleckenstein had been coordinating the Arbor Day event with the School District and Trees For McMinnville. The trees would be planted near the daycare facility at the high school on April 13.

There was discussion regarding who would purchase the trees and where to purchase them.

## **6. Old/New Business**

None

## **7. Committee/Commissioner Comments**

Chair Stephenson discussed the Birch trees that had been taken out around town and had not been replaced.

Committee Member Caughran said there would be a tree planting event on April 20.

## **8. Staff Comments**

Associate Planner Fleckenstein asked for feedback on the revised street tree list. He would be bringing it back to the next meeting for approval.

Chair Stephenson thought the variety was good and it was easy to read.

## **9. Adjournment**

Chair Stephenson adjourned the meeting at 1:08 p.m.