



City of McMinnville
Planning Department
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EXHIBIT 1 - MINUTES

July 17, 2019
Landscape Review Committee
Regular Meeting

12:00 pm
Community Development Center
McMinnville, Oregon

Members Present: Tim McDaniel, Rose Marie Caughran, Josh Kearns, and Rob Stephenson

Members Absent: Sharon Gunter

Staff Present: Jamie Fleckenstein - Associate Planner

Guests Present: Scott Hill - Mayor, Kellie Menke - City Councilor, Kyle Faulk, and John Mead

1. Call to Order

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

2. Citizen Comments

None

3. Approval of Minutes

None

4. Action/Docket Item (repeat if necessary)

A. L 22-02 – Landscape Plan Revision Request - 120 NE 5th Street

Associate Planner Fleckenstein reviewed the Landscape Plan revision request. This was the site of the Dutch Bros on 120 NE 5th Street. In 2002 a Landscape Plan was approved for the site and six Flowering Pear trees along Adams Street were included in the plan. At the time of installation the Pear trees were substituted for Crab Apple trees. The Crab Apple trees did not do well and were replaced with Birch trees. There were overhead utility lines and the Birch trees were growing to a point that they were interfering with the lines as well as were having problems with the Birch Borer Beetles and the trees were removed. Approved landscape plans were to be maintained in perpetuity including replacement of plants and trees, and the property owner had to replace the trees. However, since there had been failed attempts, the request was to remove the requirement for the trees on Adams Street from the Landscape Plan. There were letters of support from the landscape maintenance company that maintained the property and from Cascadia Landscaping. Staff

recommended approval based on the fact that the trees would not otherwise be required in a landscape plan today. There was one Birch tree that would be replaced on 5th Street.

Chair Stephenson asked if there were other locations where trees could be planted.

Kyle Faulk, applicant, said there were 15 large trees on the site and no room for additional trees.

Associate Planner Fleckenstein said they could not require additional plants or trees other than the street trees on the property.

Committee Member Kearns noted it was a difficult site for trees with the Dutch Bros drive thru and power lines.

Committee Member Kearns moved to approve L 22-02. The motion was seconded by Committee Member McDaniel and passed 4-0.

B. L 15-19 – Street Tree Removal - 528 NW Mt. Bachelor Street

Associate Planner Fleckenstein discussed the request for street tree removal for a street tree that was dead. Replacement was not specified in the application and there was ample room in the planter strip for a tree. There was no street tree plan for the subdivision. Staff recommended replacing the tree with a tree from the medium size street tree list.

Committee Member Kearns moved to approve L 15-19 with the condition to replace the tree with a Red Sunset Maple. The motion was seconded by Committee Member McDaniel and passed 4-0.

C. L 16-19 – Street Tree Removal - 620 NE 12th Street

Associate Planner Fleckenstein explained the request for street tree removal of a Black Walnut tree on 12th Street. The site had been viewed as one property with a single family residence. However, it was determined that historically it was two lots and the applicant was proposing to build a new single family residence on the second lot. In order to build that home and provide driveway access, the tree would need to be removed. The Black Walnut was not on the approved tree list because of the nut litter. A new street tree would be planted next to an existing street tree and a tree was proposed to be planted on the private property. The Black Walnut was impacting and lifting the sidewalk, the tree was not very stable due to being topped, and there was evidence of rot beginning in the lower part of the tree. Staff recommended approval.

Committee Member Caughran moved to approve L 16-19. The motion was seconded by Committee Member Kearns and passed 4-0.

There was discussion regarding the state regulations for the collection of rainwater.

D. L 14-19 – Landscape Plan Review - 839 NE Hwy 99W

Associate Planner Fleckenstein presented the Landscape Plan for 839 NE Hwy 99W. This was for the construction of a Food Truck Park. There would be 15 spaces for food trucks with utility hookups and there would be a pedestrian walkway and tables for eating. There would be a fence that separated the customer parking area from the seating and food trucks. The landscaping proposed was around the perimeter of the property. The applicant was using native plants. There was no irrigation, but there were water spigots for the food trucks that could be used.

Chair Stephenson thought the plants were spaced too far apart on the plan.

Associate Planner Fleckenstein reviewed the approval criteria. This was an existing parking lot and the sparse plantings along the north side would allow people to walk to and from the parking lot and the food trucks. Staff did not see the necessity for denser planting or a solid vegetative screen because it was a commercial use surrounded by other commercial uses. There would be a gravel strip where the utilities would be located.

Committee Member Kearns agreed that there needed to be proper spacing for the plants that were proposed.

Chair Stephenson questioned some of the plant selections, such as the Salal.

Associate Planner Fleckenstein noted in the northwest corner of the property there was some residential. To address the views from 24th Street down the undeveloped right-of-way, the applicant proposed Oregon Grape and Persian Spire trees for screening and buffering. There was a stand of Black Cottonwood trees on the property, but they were of little value for retention and they would be removed. Persian Spire trees would be around the perimeter of the parking lot. At the end of the parking aisles there would be Persian Spire trees and there would be a row of trees between the parking area and the food truck court. The applicant planned to hand water the plants with the hoses around the site.

There was discussion that the food carts would need to be permanent as it would be hard to get in and out of the spots due to the location of the fence. It was suggested that the City's Engineering Department look at the site plan.

There was consensus that there needed to be an automatic system put in for the watering.

Chair Stephenson suggested that the applicant pay more attention to the plant selection, placement, and density. He would like to see more shade trees added, especially in the parking area.

Associate Planner Fleckenstein clarified that the Committee would like more appropriate spacing for the selected plants, more appropriate selection of plants, and for the applicant to consider adding more shade trees and shading of the parking lot and paved areas at appropriate spacing as well as adding automatic irrigation.

Committee Member Kearns moved to continue L 14-19 to allow the applicant to respond to the comments made by the Committee. The motion was seconded by Committee Member McDaniel and passed 4-0.

5. Discussion Items

None

6. Old/New Business

None

7. Committee/Commissioner Comments

None

8. Staff Comments

None

9. Adjournment

Chair Stephenson adjourned the meeting at 1:04 p.m.