



City of McMinnville
Planning Department
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MINUTES

August 21, 2019
Landscape Review Committee
Regular Meeting

12:00 pm
Community Development Center
McMinnville, Oregon

Members Present: Sharon Gunter, Josh Kearns, and Tim McDaniel
Members Absent: Rose Marie Caughran and Rob Stephenson
Staff Present: Jamie Fleckenstein - Associate Planner
Guests Present: Scott Hill - Mayor, Kellie Menke - City Councilor, Zach Geary – City Councilor, Russ Richards, and Tony Weller

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. May 15, 2019

Committee Member McDaniel moved to approve the May 15, 2019 minutes. The motion was seconded by Committee Member Kearns and passed 3-0.

4. Action/Docket Item (repeat if necessary)

A. L 10-19 – Landscape Plan Review - 4155 NE Three Mile Lane

Associate Planner Fleckenstein reviewed the Landscape Plan for Old Stone Village for an RV and vehicle storage parking lot on NE Three Mile Lane. This was an existing parking lot that was partially paved and the plan was to expand the parking lot, pave it, and make the lot available to the residents of the mobile home park for RV and vehicle storage. There would also be a maintenance building added.

Tony Weller, representing the applicant, explained how this would go into the old sport court, but the sport court had been replaced elsewhere on the property.

Associate Planner Fleckenstein discussed the review criteria for the application. The code required 5,400 square feet of landscaping for this application, and 11,000 square feet was being proposed. To the north and to the west of the site were the manufactured home lots and to the east and south

were vacant agricultural lands. The chain link fence was going to be replaced by a retaining wall along the property line. The landscaping on the north and west sides would be denser. On the north side there would be evergreens to provide a dense screen and along the west side would be a privet hedge and ginkgo trees spaced regularly on center. The east and south side had a narrower planting bed with evergreen hedge material with a maximum height of ten feet all the way around. In terms of compatibility, there was screening and buffering from the residential use and there was no competing or conflicting land use with the vacant, undeveloped land. There were two existing evergreen trees on the site that would be retained and integrated with the landscaping. There were no interior parking islands and the reason was the size and maneuvering of the RVs. In lieu of having parking islands, staff recommended a condition for the applicant to provide additional shade trees along the south and east sides.

There was discussion regarding the design of the lot, how shade trees were not necessary on the south and east sides, and adding a tree on the corner.

Committee Member Kearns moved to approve L 10-19, removing Condition #1 and adding a condition that a planting island and medium size street tree be added at the corner square. The motion was seconded by Committee Member McDaniel and passed 3-0.

B. L 17-19 – Street Tree Removal - 457 SW West Hills Drive

Associate Planner Fleckenstein explained the application for a street tree removal on SW West Hills Drive. The street tree was in conflict with the sidewalk and nearby water meter. It had lifted a sidewalk panel and the sidewalk had been repaired and replaced, however the roots were still present in the planter strip and it was expected that the sidewalk would be lifted again. The water meter near the planting strip was starting to be impacted by the roots and it was inevitable that the water lines would be impacted in the future. Staff recommended approval with the applicant planting a replacement tree that would be planted closer to the driveway away from the water meter with root barrier.

Committee Member Gunter moved to approve L 17-19. The motion was seconded by Committee Member Kearns and passed 3-0.

C. L 14-19 – Landscape Plan Review - 839 NE Highway 99W

Associate Planner Fleckenstein said this application was continued from the last meeting. The Committee had concerns about some of the plant material that was being proposed as well as the amount of planting around the parking. The applicant had revised the Landscape Plan based on these comments. The revised Landscape Plan added three Vine Maple trees with more canopy to them to the northwest corner of the site where there had been concern about screening and buffering and providing shade to the parking area. There would also be four Red Maples added, three on the west property line and one along the north property line. Additional boxwoods were included for better spacing on the south edge of the parking lot.

Russ Richards, representing the applicant, answered questions about the plan. He explained how he proposed using native plants that would not need as much watering since the applicant did not have an irrigation system. The applicant planned to water the landscaping with hoses on the property.

There was discussion regarding the trailers on the site and if there were conflicts with the turning radiuses and landscaping.

Associate Planner Fleckenstein said if the Committee determined that the watering facilities were not suitable, they could add a condition for the applicant to provide irrigation. He explained the location of the hose bibs on the property, which would require long hoses to water the landscaping.

Committee Member Kearns suggested the applicant look at the feasibility of the islands in the middle and parking trailers. He also suggested root barriers for the trees on the parking lot side.

Associate Planner Fleckenstein said staff recommended a condition to complete the line of trees on the western edge for additional shade.

Committee Member Kearns moved to approve L 14-19 with the added condition that the applicant provide a watering plan through two years of plant establishment. The motion was seconded by Committee Member McDaniel and passed 3-0.

5. Discussion Items

A. Landscape Review Committee Role and Responsibilities

This agenda item was postponed.

6. Old/New Business

Associate Planner Fleckenstein said there was a request for an inspection of the street trees for the third phase of Chegwyn Village. The street tree plan called for all the trees to be Acer Rubrum October Glory. In his inspection he found many of the trees not planted to the spacing standards and about half of the trees were a different species. There was no record of a request for a substitution based on availability at the time of installation. The different species included October Glory, Red Sunset, Autumn Blaze, and purple leaf Maple. The subdivision had a cohesive appearance, but the trees were random in their distribution. The reason for this variation from the approved plan was that the landscaper told the applicant that the nursery only provided the October Glory and he thought they were all the same tree.

There was discussion regarding the development process and when street trees were planted.

The Committee wanted to see the receipts from the nursery showing the trees were all of one variety.

7. Committee/Commissioner Comments

There was discussion regarding a development on 11th Way that did not want to follow the landscape plan and would need to revise it and bring it back to the Committee.

8. Staff Comments

None

9. Adjournment

Vice Chair Gunter adjourned the meeting at 1:01 p.m.