



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

**June 17, 2020**  
**Landscape Review Committee**  
**Regular Meeting**

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

**Members Present:** Sharon Gunter, Tim McDaniel, and Rob Stephenson  
**Members Absent:** John Hall and Josh Kearns  
**Staff Present:** Jamie Fleckenstein - Associate Planner  
**Guests Present:** Scott Hill – Mayor, Kellie Menke – City Councilor, Ted Guarriello

## 1. Call to Order

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

## 2. Citizen Comments

None

## 3. Approval of Minutes

Chair Stephenson noted that in the November minutes they had said they wanted to talk about an overall tree plan for the City regarding trees under power lines. That had not been scheduled yet. He suggested doing a field trip to look at some of the problem areas in the City.

- A. November 20, 2019
- B. December 18, 2019

Committee Member Gunter moved to approve the November 20 and December 18, 2019 minutes. The motion was seconded by Chair Stephenson and passed 3-0.

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

- A. L 2-20 – Landscape Plan Review - 1805/1815 NE Colvin Court

Associate Planner Fleckenstein reviewed the revised landscape plan for 1805/1815 NE Colvin Court. This application had been continued from the February meeting. At that meeting the Committee had discussed the drainage ditches along the street frontages with a large sewer main on Colvin Court and new storm drain line going in below the sidewalk and planter strip. There were questions about the street trees being appropriate given the spacing requirements from the utilities. The revised plan

removed the trees on Colvin Court and replaced them with evergreen shrubs. The remainder of the plan was generally the same with trees provided along Riverside Drive and landscaping on the rear and side of the building. The parking lot islands would include landscaping as well as the trash enclosure on three sides.

Chair Stephenson suggested adding a different ground cover under the trees and in the planter strip other than bark mulch. He thought lawn would be preferred.

Associate Planner Fleckenstein noted that several of the industrial properties up and down the street used bark mulch as a ground cover. He did not think it was out of place in this application with the industrial setting.

Committee Member McDaniel was concerned about lawn maintenance.

Chair Stephenson thought the bark mulch would create more maintenance due to weeds.

Associate Planner Fleckenstein thought there could be a finding that lawn or a living ground cover was compatible with the surrounding properties.

Committee Member Gunter asked about irrigation for the ground cover. Associate Planner Fleckenstein confirmed irrigation would be provided.

There was consensus to add a condition for either lawn or living ground cover in the planter strip and under the four trees.

Associate Planner Fleckenstein said the other conditions were standard for landscape plans.

Committee Member Gunter asked if synthetic grass could be used in the planter strip. Chair Stephenson thought that would be a difficult application to do in that location and it would be expensive.

Committee Member Gunter moved to approve L 2-20 with the conditions recommended by staff and the additional condition for lawn or living ground cover in the planting strip and trees. The motion was seconded by Chair Stephenson and passed 3-0.

Chair Stephenson moved to amend the motion to require the applicant to submit a revised landscape plan to be reviewed and approved by staff. The motion was seconded by Committee Member Gunter and passed 3-0.

#### B. L 11-20 – Landscape Plan Review - 2515 NE Orchard Avenue

This agenda item was postponed to the July meeting.

#### C. L 15-20 – Street Tree Plan - Cottages at Chegwyn Village Phase II

Associate Planner Fleckenstein reviewed the street tree plan for the cottages at Chegwyn Village Phase II. This was a 28 small lot subdivision with cottage homes in the Chegwyn Village area in northeast McMinnville. The subdivision was alley loaded and there would be no driveway access from the streets. This maximized the planter strip areas for street trees. Utilities would be provided from McDonald Lane and were grouped together to provide maximum availability for street trees. This would be compatible with the surrounding subdivisions. The proposed street tree was the October Glory Red Maple which was a recommended medium street tree on the street tree list.

These would be spaced at 30 feet consistently around the subdivision. There would be standard spacing from water meters, private driveways, street lights, and fire hydrants.

Chair Stephenson asked if the trees would have root barriers. Associate Planner Fleckenstein confirmed there would be root barriers and watering tubes for each tree.

Chair Stephenson asked if there would be ground cover under the trees. Associate Planner Fleckenstein said the other subdivisions in the area had lawn.

Associate Planner Fleckenstein said staff did not have any special conditions for this plan. The ones recommended were the standard conditions for street tree plantings.

Chair Stephenson moved to approve L 15-20. The motion was seconded by Committee Member Gunter and passed 3-0.

## **5. Discussion Items**

Associate Planner Fleckenstein suggested instead of a field trip to problem areas, he could forward addresses to the Committee to visit at their own convenience.

There was discussion regarding the areas to visit, getting recommendations from McMinnville Water and Light for the areas, and developing a policy for pruning or removing trees under power lines.

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

None

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

None

## **8. Staff Comments**

None

## **9. Adjournment**

Chair Stephenson adjourned the meeting at 12:44 p.m.