



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

**December 16, 2020**  
**Landscape Review Committee**  
**Regular Meeting**

**12:00 pm**  
**ZOOM Meeting**  
**McMinnville, Oregon**

**Members Present:** Sharon Gunter, John Hall, Tim McDaniel, and Rob Stephenson  
**Members Absent:** Josh Kearns  
**Staff Present:** Jamie Fleckenstein - Associate Planner  
**Guests Present:** Eric Cutler

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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

- June 17, 2020
- July 1, 2020

Committee Member Gunter moved to approve the June 17, 2020 minutes. The motion was seconded by Committee Member Hall and passed 4-0.

Committee Member Gunter moved to approve the July 1, 2020 minutes. The motion was seconded by Committee Member McDaniel and passed 4-0.

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

A. L 36-20 – Street Tree Removal - 1575 NW Yohn Ranch Drive

Associate Planner Fleckenstein reviewed the street tree removal request at NW Yohn Ranch Drive. Two trees would be removed due to sidewalk lifting. Because of the proximity to the sewer line and to the painted curb, one street tree would be planted in their place which would be a Ginkgo Biloba. Staff recommended approval.

Chair Stephenson thought a Rubrum Maple should be planted there to keep continuity in the neighborhood.

Eric Cutler, applicant, said the trees on Yohn Ranch were all different house by house. There was no street tree plan for the neighborhood. He was concerned about Maples lifting the sidewalk. The trees proposed to be removed were planted in 2006.

Committee Member McDaniel thought a Ginkgo would look good in that location.

Committee Member McDaniel moved to approve L 36-20. The motion was seconded by Committee Member Gunter and passed 4-0.

**B. L 38-20 – Street Tree Removal - 2608 NW Pinehurst Drive**

Associate Planner Fleckenstein discussed the street tree removal on NW Pinehurst Drive. This Cherry tree was adjacent to a number of utilities and was lifting the sidewalk. There was not a requirement for replacement because there was no curbside planting strip and the location was too close to the utilities and driveway. Staff recommended approval.

Chair Stephenson said he planted that tree about 33 years ago. He thought it should be replaced.

There was discussion regarding root grinding around the utilities.

Associate Planner Fleckenstein clarified there were two water meters and underground power buried in this area. It did not seem like an appropriate location for a replacement tree.

Committee Member McDaniel said the sidewalk should be ground down so it was not a trip hazard.

Chair Stephenson said if they cut every tree down because of utilities or distance to driveway, they would not be a Tree City anymore.

Committee Member Gunter thought the concern was the tree roots affecting the utilities.

Chair Stephenson suggested a replacement tree to be planted further back onto the private property. Committee Member Hall agreed.

Chair Stephenson said he walked this way every day and the sidewalk lift was small. He did not want to set a precedent of removing a tree and not replacing it.

Associate Planner Fleckenstein did not think the Committee could require a tree to be planted on private property. They could recommend it.

There was discussion regarding the Committee's ability to require a replacement tree on private property and whether or not to require a replacement elsewhere in the City or collect a payment for it.

Chair Stephenson recommended tabling this decision to give the Committee time to take a look at the tree and sidewalk conditions.

Associate Planner Fleckenstein said in the past when it was not appropriate to replace a street tree there had not been a condition to replace the tree elsewhere in the City or to pay for a replacement tree elsewhere in the City.

Committee Member Gunter asked if staff could talk to the property owner about planting a tree further back on the property. Associate Planner Fleckenstein could contact the applicant.

Committee Member Gunter moved to continue L 38-20 and direct staff to speak to the applicant about replacing the tree further back on the private property. The motion was seconded by Committee Member McDaniel and passed 4-0.

Chair Stephenson suggested changing the next meeting to January 27 so he could attend.

## **5. Discussion Items**

None

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

None

## **7. Committee Comments**

None

## **8. Staff Comments**

Associate Planner Fleckenstein thanked Committee Members Gunter and McDaniel for their service on the Committee. A new Chair and Vice Chair would be elected in January. The Department's Work Plan for 2021 would include the Landscape and Tree Code amendments that had recently been discussed by the Committee.

Chair Stephenson thought someone from the Committee should be on the Third Street Streetscape Project Committee. He was willing to be on that Committee.

## **9. Adjournment**

Chair Stephenson adjourned the meeting at 12:50 p.m.