



City of McMinnville
Planning Department
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MINUTES

November 17, 2021
Landscape Review Committee
Regular Meeting

12:00 pm
ZOOM Meeting
McMinnville, Oregon

Members Present: Carlton Davidson, John Hall, and Patty Sorensen
Members Absent: Josh Kearns and Rob Stephenson
Staff Present: Heather Richards – Planning Director and Amy Dixon – Contract Planner
Guests Present: Zack Geary – City Councilor

1. Call to Order

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

2. Citizen Comments

None

3. Approval of Minutes

- May 19, 2021

Chair Hall moved to approve the May 19, 2021 minutes. The motion was seconded by Committee Member Sorensen and passed 2-0.

4. Action Item

- L 26-21 – Street Tree Removal Request - 2379 SW Leo Street

Contract Planner Dixon said this was a request to remove a dead tree at 2379 SW Leo Street. There was no approved tree plan for this subdivision and staff recommended replanting a tree from the approved street tree list with a minimum caliper of 2 inches.

Committee Member Sorensen had visited the site and agreed that it was a dead tree. She did not see any sidewalk damage from the tree.

Committee Member Davidson joined the meeting at 12:05 p.m.

Committee Member Sorensen moved to approve L 26-21 with conditions. The motion was seconded by Chair Hall and passed 3-0.

- L 27-21 – Street Tree Removal Request - 2341 NW Shadden Drive

Contract Planner Dixon reviewed the request to remove two Maple trees at 2341 NW Shadden Drive. There was a tree plan for this subdivision. The arborist recommended replacing only one tree based on the setback requirements from the water line and driveway. The replacement tree would be a Red Maple with a minimum 2 inch caliper.

Committee Member Sorensen clarified the sidewalk damage would also need to be repaired. Contract Planner Dixon said yes, that was required.

Committee Member Davidson wanted to make sure the replacement tree was the right variety of Maple to match the neighborhood. Contract Planner Dixon said it was not clear what type of tree it was on the tree plan.

Committee Member Davidson thought Red Maple would be acceptable.

Chair Hall moved to approve L 27-21 with conditions. The motion was seconded by Committee Member Davidson and passed 3-0.

5. Discussion Items

- Development Code Revisions

There was consensus to wait to discuss the code revisions until more Committee members were present.

6. Committee Comments

There was discussion regarding Committee Member Kearns' absence due to work and the need to advertise for the position.

7. Staff Comments

Contract Planner Dixon discussed creating a special district for a subdivision that had potential tree issues, such as the Chegwyn Farms neighborhood.

Planning Director Richards said there was a street tree improvement district that could be created where people could remove and replace trees with a certain species recognizing the trees that had been planted were problematic and they did not have to go through a review process. She recommended creating a district for that area, but the code was not clear on how they were formed.

Committee Member Sorensen said in the new Lennar subdivision, people were knocking off tree bark on the newly planted trees. Planning Director Richards would have staff look at it.

8. Adjournment

Chair Hall adjourned the meeting at 12:28 p.m.