

# MINUTES

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**June 15, 2022**  
**Landscape Review Committee**  
**Regular Meeting**

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

**Members Present:** John Hall, Rob Stephenson, Patty Sorensen, Carlton Davidson, and Brian Wicks

**Members Absent:**

**Staff Present:** Monica Bilodeau – Senior Planner

**Guests Present:**

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## 1. Call to Order

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

## 2. Citizen Comments

No comments.

## 3. Approval of Minutes

- October 20, 2021
- November 4, 2021
- November 17, 2021

The slate of meeting minutes was approved as presented.

## 4. Discussion Items

There were no discussion items.

## 5. Action Items

- L 7-22 – Big Box Returns Landscape Review – 2147 NE Lafayette Avenue (R4415 01300)

Planner Bilodeau gave a brief introduction of the proposed landscape plan.

Scott Thorkildson, Applicant, gave the Committee a quick overview of his business and his plans for property improvements. He noted that no changes would be made to the existing landscaping. The current landscape plan had been in effect for at least 30 years.

Committee members asked clarifying questions about landscaping islands in the parking lot, how the garbage enclosure would be handled, and if Planner Bilodeau saw any challenges. Planner Bilodeau also provided information about the building permit review process, details about the Applicant's request, and the zoning.

Mr. Thorkildson gave a detailed explanation of his plans to pave the gravel parking lot to demonstrate why he did not want to install an island. He answered questions from Committee members about how many parking spots he needed and how traffic would flow through the parking lot.

The Committee members, Planner Bilodeau, and Mr. Thorkildson discussed the application, starting with the requirement to install an island. The Code only specified that islands were required, but did not specify when islands become necessary, where an island is necessary, or how many islands are necessary. They also discussed the existing plants. The consensus among the Committee was that the existing plants be needed to be replaced with different species. Mr. Thorkildson confirmed the location of the garbage enclosure and explained that he had moved it so the storm drain could be worked on.

Committee members agreed that a continuance would give the Applicant time to hire a landscaping designer, revise the plan based on the designer's recommendations, and resubmit the application, which needed to address the parking, garbage enclosure, and design. They cited some examples of acceptable landscaping design for the Applicant. Planner Bilodeau confirmed she would work on a way to allow the Applicant to pave the parking lot while a design was being prepared.

The Committee voted unanimously to continue the review with the conditions discussed.

## **6. Committee Member Comments**

There were no comments.

## **7. Staff Comments**

Planner Bilodeau reported that Code amendments would be reviewed at the next meeting. The amendments are related to natural resources and hazards. This Committee would be reviewing and making recommendations on the amendments that pertain to tree removals and landscaping. She provided a brief overview of some of the proposed changes.

She also reported that recently, developers have been unable to find several of the species that the City requires. She and the Committee discussed specific instances. Committee members advised her on how they preferred Staff to address this issue.

## **8. Adjournment**

There being no further business, the meeting was adjourned at 1:02pm.