



City of McMinnville
Planning Department
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MINUTES

July 20, 2022
Landscape Review Committee
Regular Meeting

12:00 pm
Hybrid Meeting
McMinnville, Oregon

Members Present: John Hall, Patty Sorensen, Carlton Davidson, and Brian Wicks
Members Absent: Rob Stephenson
Staff Present: Monica Bilodeau – Senior Planner
Guests Present: Jessica Payne – Interim City Councilor

1. Call to Order

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

2. Citizen Comments

No comments.

3. Approval of Minutes

- December 2, 2021
- December 15, 2021

Member Sorensen moved that the minutes of the December 2, 2021, and December 15, 2021 meetings be approved as presented. Member Davidson seconded the motion. The motion passed 4 to 0.

4. Discussion Items

No discussion items.

5. Action Items

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

Planner Bilodeau presented the Staff report on the landscaping plan for Big Box Returns. Staff recommended approval with the conditions listed in the Staff report.

Scott Thorkildson, Applicant, shared details of his proposed landscaping plan, noting that he had hired a professional landscaping company to do the work. He had also chosen a tree from the list provided to him by Staff. He and Committee members discussed his plans for irrigation and the appropriate size of each plant at the time they are planted.

Chair Hall moved to approve L 7-22 with conditions. The motion was seconded by Member Sorensen and passed 4 to 0.

- L 8-22 – Factory Expo Homes Landscape Review – 550 SW Booth Bend Road (R4429 02603)

Planner Bilodeau presented the Staff report on the Factory Expo Homes landscaping plan. Staff recommended approval with the conditions listed in the Staff report.

The Committee discussed the proposed plan and the existing landscaping on the site. Some Members expressed concern about the proposed Meyer lemon tree, but ultimately agreed it would not be an issue since the landscaping would be temporary.

Planner Bilodeau answered questions from Interim City Councilor Payne about the City's Code requirements for landscaping that applied to this request.

Chair Hall moved to approve L 8-22 with conditions. The motion was seconded by Member Wicks and passed 4-0.

6. Committee Member Comments

Member Wicks reported that he was concerned about the landscaping plan that was approved for the dental office on Lafayette Avenue. The planting strip was very narrow and some of the approved plants could grow too large. He recommended that the Committee forward some suggestions to the Applicant. Planner Bilodeau reviewed the details of the approved plan. The Committee directed Planner Bilodeau to follow up on the project to ensure that appropriate plant species were planted.

Chair Hall reported that the landscaping plan for the new Burger King at Booth Bend and 99th Street did not need to be reviewed by the Committee because the plan was part of multiple applications required for the project. However, Planner Schauer had asked him to provide feedback on the plan. He and Member Stephenson reviewed the proposed plan and approved it because no issues or concerns were found. He also asked Planner Schauer if the Committee could review the plan and noted the Committee's objections to being excluded from the review process despite the Code allowing the City to proceed without the Committee's input on certain projects. Planner Bilodeau provided details about the Code requirements and Staff's procedures for processing applications. She stated she would follow up with Staff to make sure the proper procedures were being followed. She also noted that the Burger King project would be reviewed by the Planning Commission tomorrow and the agenda packet for that meeting included the landscaping plan.

The Committee briefly discussed enforcement of the City's landscaping Codes, citing financial and staffing constraints.

The Committee also discussed the possibility of proposing Code amendments that require all landscaping plans to be reviewed by the Committee.

Member Davidson recommended that ash trees be removed from the list of approved trees because emerald ash borers had been found in the area recently. He provided some details about the effects of emerald ash borers on ash tree populations.

7. Staff Comments

No comments.

8. Adjournment

There being no further business, the meeting was adjourned at 1:00pm.