



# MINUTES

**September 6, 2023**  
**Landscape Review Committee**  
**Special Meeting**

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

**Members Present:** Jamie Fleckenstein, Patty Sorensen, Brain Wicks, and Carlton Davidson

**Members Absent:** John Hall

**Staff Present:** Adam Tate – Associate Planner

**Guests Present:**

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## 1. Call to Order

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

## 2. Citizen Comments

None

## 3. Approval of Minutes

None

## 4. Action Item

- A. L 36-23: Tree removal application, Carmen Rodarte, 825 SW Baker St., Tax Lot R4420DC03900

There was discussion regarding continuing this item for additional information on the northerly tree to determine the hazard it presented. This could be done through a tree hazard assessment from an arborist.

There was further discussion regarding the need for two evaluations, one for the hazard from the arborist report and one for the structural damage to the building.

Chair Fleckenstein moved to continue L 36-23 for further information. The motion was seconded by Committee Member Wicks and passed 4-0.

- B. L 37-23: Tree removal application, Robyn Thorne, 852 NW Meadows Dr., Tax Lot R4419AA09300

Associate Planner Tate said this was a request to remove a tree in conflict with the sidewalk and sewer lateral. Staff recommended approval. The applicant was asking for longer than the six-month time period for removal and replacement due to financial hardship.

There was discussion regarding notifying the nearby homeowner whose sidewalk was also lifted by a street tree and was a safety hazard, pros and cons of extending the deadline, scholarship fund from the City to help with these types of costs, setting a precedent, and approving the application with the normal six months but staff could research what had been done for other requests for an extension.

Committee Member Sorensen moved to approve L 37-23 with an added condition to notify the applicant that they were researching past practices for extensions. The motion was seconded by Committee Member Davidson and passed 4-0.

## **5. Discussion Items**

None

## **6. Committee Member Comments**

Chair Fleckenstein spoke about setting up a scholarship fund through a fee-in-lieu to be used for street tree planting. Staff would research what other cities did for this.

Committee Member Davidson asked for a future discussion on the validity of landscapes that were using turf in place of natural grass.

## **7. Staff Comments**

None

## **8. Adjournment**

Chair Fleckenstein adjourned the meeting at 12: 45 p.m.