



MINUTES

September 20, 2023
Landscape Review Committee
Regular Meeting

12:00 pm
ZOOM Meeting
McMinnville, Oregon

Members Present: Jamie Fleckenstein, Patty Sorensen, Carlton Davidson, Brain Wicks and John Hall, and Jessica Payne - Council Liaison

Members Absent:

Staff Present: Tom Schauer – Senior Planner and Adam Tate – Associate Planner

Guests Present:

1. Call to Order

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

2. Citizen Comments

None

3. Approval of Minutes

- April 19, 2023

Committee Member Sorensen noted a typo in the minutes.

Committee Member Sorensen moved to approve the April 19, 2023, minutes as amended. The motion was seconded by Committee Member Hall and passed 5-0.

4. Action Item

C. L 35-23: Landscape Plan Review - Evergreen Lodge Expansion

Associate Planner Tate said the Evergreen Lodge was expanding the west portion of the lodge to put in a reception hall for larger events. The application was thorough and there were standard conditions of approval.

Committee Member Sorensen thought the application was cumbersome to review and suggested future applications be accessible online.

Committee Member Davidson noted the specs for the trees needed to be by height, not by caliper. He recommended it should be a 8-10 or 10-12 foot height. Wayne representing the

applicant, said the intent was for a multi-trunk tree. He thought it would be 6-8 feet at installation, with the intent it would grow larger.

The Committee found that acceptable.

Committee Member Sorensen asked about the location of the Euphorbia. It was not a good plant for a public area. Wayne did not think it was adjacent to the plaza area.

Councilor Payne asked about irrigation. Wayne said the irrigation would be separately zoned for the plants in each location. There was a mix of drought tolerant and plants that would have to be watered in summer.

Committee Member Hall moved to approve L 35-23 with conditions. The motion was seconded by Committee Member Wicks and passed 5-0.

B. L 31-23: Landscape Plan Review - New Energy Works

Associate Planner Tate said New Energy Works was expanding their building, which had not had landscaping previously. Most of the landscaping would be on the frontage. Standard conditions were recommended. Public Works had commented that it appeared the trees were proposed for the private property outside of the right-of-way and the only landscaping in the right-of-way was turf. They would like clarification on what was in the right-of-way. McMinnville Water & Light said there were water utilities in the area and the applicant needed to call them for locates and follow standard clearance specs.

There was discussion regarding existing trees on the property and whether they were in the right-of-way or private property and if the trees would be in conflict with the sidewalk that would be put in.

Committee Member Hall left the meeting.

The Committee discussed how the code was not clear about street trees on large rights-of-way that were on the other side of a curb tight sidewalk. The Committee agreed that the site would be screened and followed the intent of the code.

Committee Member Davidson moved to approve L 31-23 with conditions. The motion was seconded by Committee Member Sorensen and passed 4-0.

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

Associate Planner Tate said this item was continued from the last meeting. The Committee had requested a tree hazard assessment. He had talked to the arborist and the arborist was not qualified. The arborist did do a basic assessment and took more photographs showing the northerly tree was causing damage to the concrete wall and chain link fence. The roots were a trip hazard and downspouts, utilities, and roof damage could also occur from the tree. The code stated if a tree was damaging an approved development by the City, it could be grounds for removal.

The Committee agreed it was a tripping hazard and there were several other trees in the area. There was discussion regarding screening the cage part of the building once the tree

was removed and putting one replacement tree to the south, and the other replacement tree in the triangle area to the south side of the building.

There was consensus to add flexibility in the conditions for the location of the replacement trees.

Chair Fleckenstein moved to approve L 36-23 with the amended conditions. The motion was seconded by Committee Member Wicks and passed 4-0.

A. L 30-23: Landscape Plan Review - Homeward Bound

Senior Planner Schauer said Homeward Bound planned to redevelop their site, which was on the edge of the Urban Growth Boundary and a County jurisdiction road, and frontage improvements were not required. They had recently extended water to the property but the property was far enough away from municipal sewer that they were allowed to have a septic system. There was a ten-foot easement on the frontage for the water utility. There was a buffer to the north and east for the adjacent commercial property. They were proposing conifers in the parking area, and he suggested something else should be planted there even though there was an evergreen requirement. He was unclear about the proposed irrigation. There would not be any street trees, but trees had been placed along the frontage. There was septic at the southeast corner of the lot and McMinnville Water & Light said there were overhead utilities. The trees under the utilities would need to be from the small tree list.

Committee Member Wicks would be abstaining from the vote as he had prepared the landscape plan. He explained the intent of the irrigation. The applicant was willing to meet all the conditions.

There was discussion regarding what trees should go under the utilities. The Committee did not think the conifers in the parking area would be a problem.

Chair Fleckenstein suggested striking Condition 2b and adding a condition that the applicant site plants according to McMinnville Water & Light's standards around the overhead power lines, vaults, and fire hydrants.

Chair Fleckenstein moved to approve L 30-23 with the amended conditions. The motion was seconded by Committee Member Davidson and passed 3-0-1 with Committee Member Wicks abstaining.

5. Discussion Items

None

6. Committee Member Comments

None

7. Staff Comments

None

8. Adjournment

Chair Fleckenstein adjourned the meeting at 1:16 p.m.