

# MINUTES

**October 23, 2024**  
**Landscape Review Committee**  
**Regular Meeting**

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

**Members Present:** Jamie Fleckenstein, John Hall, Brain Wicks, Carlton Davidson, and Eva Reutinger

**Members Absent:** Jessica Payne – Council Liaison

**Staff Present:** Taylor Graybehl – Senior Planner

**Guests Present:**

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## 1. Call to Order

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

## 2. Approval of Minutes

None

## 3. Citizen Comments

None

## 4. Action Item

A. L 18-24: Landscape Review Application, 1400 NE Miller Street, Tax Lot R4415 03403

Senior Planner Graybehl reviewed the landscape plan including the zoning, existing conditions, proposal to use the site for the contractor's equipment storage, and proposed landscape plan. There would be landscaping on the northern and southern property lines with a number of trees and a planting area along NE Miller Street with trees, shrubbery, and grass. The total landscaping exceeded the minimum 7%. He then reviewed the conditions of approval including buffering trees from the public utilities, maintenance of the landscaping, and trash enclosure screening. He discussed how the applicant had extended the review period and how the property was in several overlay districts. Staff recommended approval.

There was discussion regarding underground utilities and adding a root barrier for the trees along the sidewalk. There was consensus to add a condition for root barrier between the frontage trees and the sidewalk consistent with street tree requirements.

There was further discussion regarding the spacing of the trees along the property frontage, which was greater than 30 feet apart for street tree spacing. It was suggested that four trees should be planted instead of the three trees proposed to meet the spacing requirements for street trees.

Irrigation and not putting in trees along the frontage due to water utility conflicts were discussed. If there was a conflict and the trees could not be planted, the LRC could ask for the plan to come back, or the application would continue through with no trees planted due to the conflict. There was consensus for the application to come back to the LRC to look at alternative locations for the trees between the building and driveway. This was added as a condition and conditions were added for the spacing requirements to follow street tree standards, and root barrier to be provided along the sidewalk.

Chair Fleckenstein moved to approve L 18-24 with the added conditions. The motion was seconded by Committee Member Wicks and passed unanimously 5-0.

## **5. Committee Member Comments**

None

## **6. Staff Comments**

Senior Planner Graybehl said the Planning Commission held a Work Session regarding the landscape code amendments and they were on board. Another change staff was thinking about was for street tree plans that were part of a partition or subdivision, that approval would be done administratively instead of coming to the LRC. The Planning Commission wanted to look at standards for including more drought tolerant plants in landscape plans.

There was discussion regarding City projects that had not come to the LRC.

Senior Planner Graybehl thought they could improve the planting standards which would help in these situations. Chair Fleckenstein thought the applications could come to the Committee for comment, much like how applications were sent to Public Works and McMinnville Water & Light for comment and review.

## **7. Adjournment**

Chair Fleckenstein adjourned the meeting at 1:00 p.m.