



**City of McMinnville**  
**Planning Department**  
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## EXHIBIT 2 - MINUTES

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**June 21, 2017**  
**Landscape Review Committee**  
**Regular Meeting**

**12:00 pm**  
**Community Development Center**  
**McMinnville, Oregon**

**Members Present:** Rose Marie Caughran, Sharon Gunter, Tim McDaniel, and Rob Stephenson

**Members Absent:** Josh Kearns

**Staff Present:** Ron Pomeroy – Principal Planner

**Guests Present:** Scott Hill – Mayor

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### 1. Call to Order

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

### 2. Citizen Comments – None.

### 3. Approval of Minutes

A. April 19, 2017

Committee Member McDaniel moved to approve the April 19, 2017 minutes. The motion was seconded by Committee Member Gunter and passed 4-0.

### 4. Action/Docket Item (repeat if necessary)

A. L 19-17 – Street Tree Removal

Principal Planner Ron Pomeroy reviewed the street tree removal request for a property on SW Emily Court. It is a cul-de-sac with little street frontage and the planting area was small and not well suited to street tree placement. The tree that was placed there was starting to buckle the sidewalk and there was a problem with the water meter that was underground. Staff recommended the tree be removed and not replaced.

There was discussion regarding planting a tree on the private property instead. Principal Planner Pomeroy said staff recommended the applicant pay a fee in lieu of replacing it, which would be \$277.22. The City would use the funds to plant a tree in a different location.

Committee Member Gunter did not think it was right to charge a fee for the tree as the applicant had already had to pay for plumbing repairs and would have to pay to remove the tree. The other committee members agreed. Principal Planner Pomeroy said the LRC was not obligated to charge the fee.

Chair Stephenson moved to approve L 19-17 and not require replacement of the tree by striking Condition #6. The motion was seconded by Committee Member Caughran and passed 4-0.

#### B. L 20-17 – Street Tree Removal

Principal Planner Pomeroy explained the request for tree removal on NW Grenfell Loop. This was another compromised location and the tree was damaging the sidewalk. There was also another tree next to it that was dead.

Chair Stephenson moved to direct the applicant to remove both trees and replace them with only one Rubrum Maple tree with a minimum two inch caliper six inches above grade in the center of the planter. The motion was seconded by Committee Member Gunter and passed 4-0.

#### C. L 21-17 – Landscape Plan

Principal Planner Pomeroy presented the Landscape Plan for a redeveloped portion of an existing industrial site on NE Lafayette Avenue which was near the NE Gateway District. The business proposed for the site is an indoor marijuana grow operation.

There was discussion regarding what the Landscape Plan included. Principal Planner Pomeroy said there would be a gravel surface in the equipment yard. The applicant was planning to put in fencing around a portion of the equipment yard. Staff recommended adding a condition stating there would be full perimeter site-obscuring fencing around the utility yard areas to screen the area from all sides.

The Committee questioned some of the proposed species as they would not do well in the Willamette Valley and also questioned the proposed two feet spacing between the plants.

There was discussion regarding having the applicant come back with a revised plan with trees chosen from the City's approved street tree list, and replacing the Lithodora with a different ground cover such as dwarf Vinca Minor, and reviewing the spacing of the plants to allow for growth.

Committee Member McDaniel noted there was no ADA parking and questioned the size of the parking stalls. Principal Planner Pomeroy said parking was not a purview of the LRC, but would be addressed by the Planning and Building Departments through the building permit process.

Chair Stephenson moved to continue L 21-17 and direct the applicant to bring back a modified plan to address the LRC's concerns. The motion was seconded by Committee Member Gunter and passed 4-0.

There was consensus to add the condition regarding the fencing as proposed by staff.

#### D. L 13-17 – Landscape Plan Amendment

Principal Planner Pomeroy provided information on the Landscape Plan amendment for a recently approved Landscape Plan for a commercial shopping center on NE Highway 99W. The approved plan included ten mature trees to be removed and replaced with eight Japanese Snowbell and two columnar trees in the parking island in question. Since the approval in April, the applicant found a

columnar tree species to install in the large planting island, and the property owner preferred to use that tree species throughout the entire planting area. The requested amendment to the Landscape Plan was to allow for the use of a species other than Japanese Snowbell. The applicant was proposing to plant Red Obelisk Beech trees.

The consensus was that it was a much better choice to plant Beech trees in this location.

Principal Planner Pomeroy reviewed the seven conditions of approval.

Committee Member Caughran moved to approve the amendment to L 13-17 and the seven conditions of approval. The motion was seconded by Committee Member Gunter and passed 4-0.

5. **Discussion Items** – None.
6. **Old/New Business** – None.
7. **Committee/Commissioner Comments** – None.
8. **Staff Comments** – None.
9. **Adjournment**

Chair Stephenson adjourned the meeting at 12:41 pm.