



City of McMinnville
Planning Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311

www.mcminnvilleoregon.gov

EXHIBIT 2 - MINUTES

August 16, 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: Chuck Darnell – Associate Planner

Guests Present: Scott Hill – Mayor

1. Call to Order

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

2. Citizen Comments – None.

3. Approval of Minutes

A. May 17, 2017 Meeting Minutes

Chair Stephenson moved to approve the May 17, 2017 meeting minutes. The motion was seconded by Committee Member Caughran and passed 4-0.

B. June 21, 2017 Meeting Minutes

Chair Stephenson moved to approve the June 21, 2017 meeting minutes. The motion was seconded by Committee Member Caughran and passed 4-0.

4. Action/Docket Item (repeat if necessary)

A. L 27-17 – Landscape Plan

Associate Planner Darnell reviewed the application for property on Rivergate Street. Committee Member Kearns had drawn up this plan. A new industrial facility was being constructed on the site. The plan was for a portion of the existing parcel that was being developed. October Glory Red Maple trees were proposed to be installed along the north side of the property along with some Spirea shrubs in the understory. McMinnville Water and Light had concerns regarding the overhead power lines and the tall trees. There was a condition of approval that the trees be changed to a species from the small tree list. There would be shrub beds and barkdust/mulch. No lawn was being proposed. They were also proposing a drip irrigation system. There were some plants on the plan

that were not identified and he had contacted Mr. Kearns who explained they would be Bloodgood Japanese Maple and Dwarf Strawberry trees. There was a condition that those were the species to be used. The species were consistent with the type of landscaping in an industrial area and the trees were spread throughout which would provide some screening. The understory shrubs would also provide screening. The landscaping was somewhat sparse, but met the requirements. He thought it would blend in well.

Committee Member McDaniel moved to approve L 27-17 with the proposed conditions. The motion was seconded by Committee Member Caughran and passed 4-0.

B. L 28-17 – Landscape Plan

Chair Stephenson had created this plan and would be abstaining from the vote.

Associate Planner Darnell said for this application the current building would be demolished and a new retro modern building would replace it. The existing building was a historic resource and the applicant was keeping part of the building to honor that. They proposed a similar planting pattern that was currently on the site. The lawn space on the front was being preserved adjacent to 99W and the plantings around it would be improved.

Chair Stephenson said the lawn was preserved in the front to keep the modern look and there were low shrubs and Dogwood trees due to the power lines. There was a parking area and the site would be fully irrigated.

Committee Member Gunter moved to approve L 28-17. The motion was seconded by Committee Member McDaniel and passed 3-0-1 with Chair Stephenson abstaining.

C. L 29-17 – Street Tree Removal

Associate Planner Darnell discussed the request to remove a street tree on Alexandria east of Hill Road. The reason for the request was the sidewalk panel immediately behind the tree had risen. A neighbor had tripped and fallen on it. The applicant had already ground down the edge that had risen and was planning to replace the sidewalk panel. He would like to remove the tree before the panel was replaced. He preferred not putting in a replacement tree as there was no good location for one. There was another tree adjacent to the site that was in good condition. Staff was not recommending putting in a replacement tree. The tree was also starting to lift the curb and gutter and the applicant was concerned about damage to the driveway. The conditions included that the applicant would remove the tree, grind the stump, and replace the sidewalk panel.

Chair Stephenson moved to approve L 29-17. The motion was seconded by Committee Member Caughran and passed 4-0.

5. Discussion Items – None

6. Old/New Business – None

7. Committee/Commissioner Comments – None

8. Staff Comments

Associate Planner Darnell said staff was still working with RB Rubber on their application, which had been continued at the last meeting.

9. Adjournment

Chair Stephenson adjourned the meeting at 12:24 pm.