



City of McMinnville
Planning Department
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EXHIBIT 2 - MINUTES

December 20, 2017
Landscape Review Committee
Regular Meeting

1:30 pm
Community Development Center
McMinnville, Oregon

Members Present: Sharon Gunter, Tim McDaniel, and Rob Stephenson
Members Absent: Rose Marie Caughran and 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 1:30 pm.

2. Citizen Comments – None.

3. Approval of Minutes

- A. July 19, 2017 Meeting Minutes
- B. August 16, 2017 Meeting Minutes
- C. September 20, 2017 Meeting Minutes
- D. October 18, 2017 Meeting Minutes

Committee Member Gunter moved to approve the July 19, August 16, September 20, and October 18, 2017 meeting minutes. The motion was seconded by Committee Member McDaniel and passed 3-0.

4. Action/Docket Item (repeat if necessary)

- A. L 43-17 – Landscape Plan

Associate Planner Darnell said this was a landscape plan for a new parking lot on the north side of Cook School. The landscaping area would also be used as a storm water swale system to allow the School District to not have to install storm sewer infrastructure within the parking lot. The proposal was for Vine Maple, Redtwig Dogwood, and Golden Hanging Hair Grass dispersed throughout the parking lot in a staggered pattern. The applicant also added planting islands within the parking lots

to meet the requirements of the Northeast Gateway district, and each would have an Armstrong Red Maple tree. The trees near the entrance would be Kousa Dogwoods, which were a shorter tree appropriate for under power lines. There would be groundcover plantings throughout and a fixed head irrigation system. Staff recommended approval of the application.

Chair Stephenson moved to approve L 43-17. The motion was seconded by Committee Member Gunter and passed 3-0.

There was discussion regarding water and sewer charges for irrigation and how McMinnville Water and Light was in charge of drinking water and electricity and the City was in charge of wastewater and stormwater. Committee Member McDaniel was thinking about putting in a green roof and a separate meter for his home.

B. L 46-17 – Street Tree Plan

Associate Planner Darnell reviewed the street tree plan for the Heiser Addition subdivision on SW Redmond Hill Road.

There was discussion regarding the marijuana grow site near the development and the detention pond for the subdivision.

Chair Stephenson clarified there would be a 5 foot wide turf area with the street trees in it. The applicant gave a few varieties, stating he would use what was available at the time. Associate Planner Darnell said the applicant did not want to be tied down to one tree and the tree not be available. They had accepted this kind of proposal in the past.

Chair Stephenson wanted to make sure that the trees were 2 inch caliper. He asked if the park strip would be irrigated. Associate Planner Darnell said there was no requirement for a residential lot to be irrigated. There was a standard that the developer was responsible for maintaining the landscaping for the first year and after that it was the property owner's responsibility. The trees would be planted 30 feet apart on center, although driveways and utilities would need to be accounted for. There were overhead wires along Redmond Hill Road, and a condition of approval was suggested to require the applicant to select a species from the small tree list for those areas.

Chair Stephenson suggested planting columnar trees in those areas, such as pear or cherry.

Associate Planner Darnell recommended approval of the application.

Committee Member Gunter moved to approve L 46-17 with the planting standards and small columnar tree requirements as discussed. The motion was seconded by Chair Stephenson and passed 3-0.

5. Discussion Items

A. City Arborist and Street Tree Program

Associate Planner Darnell said staff had been in contact with an arborist company to provide an estimate of services to assist the City in tree removal applications. This company was based in Salem. He asked if the Committee recommended the City do an RFP process for local companies as well.

Chair Stephenson thought they should look into obtaining services from a retired forester. Mayor Hill suggested contacting McMinnville Water and Light as they had arborists help with the tree trimming around their lines and there might be a reduced rate.

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

Chair Stephenson adjourned the meeting at 2:10 pm.