



City of McMinnville
Planning Department
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MINUTES

October 17, 2018
Landscape Review Committee
Regular Meeting

12:00 pm
Community Development Center
McMinnville, Oregon

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

Members Absent: None

Staff Present: Jamie Fleckenstein – Associate Planner

Guests Present: John Mead, Morgan Will, and Gordon Root

1. Call to Order

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

2. Citizen Comments

None

3. Approval of Minutes

- A. May 16, 2018
- B. June 11, 2018

Committee Member Gunter moved to approve the May 16 and June 11, 2018 minutes. The motion was seconded by Committee Member Caughran and passed 5-0.

4. Action/Docket Item (repeat if necessary)

- A. L 13-18 – Landscape Plan - 435 NE Johnson Street

Associate Planner Fleckenstein said this was a revised landscape plan for 435 NE Johnson Street. One of the concerns that had been raised previously was the bamboo planting on the property lines which needed addressing to contain the roots and prevent them from spreading. Another concern was the plant selection for screening the parking lot along Johnson Street. The proposed screening shrub was now Japanese Yew, and it should be the dwarf variety that would grow to three to four feet tall. This would meet the NE Gateway District requirements. For the bamboo, the applicant was proposing a 30 inch deep HDPE root barrier around all four sides of the bamboo.

John Mead, applicant, explained the proposal further. The Committee liked the changes that had been made.

Committee Member Kearns moved to approve L 13-18. The motion was seconded by Committee Member McDaniel and passed 5-0.

B. L 36-18 – Landscape Plan - Baker Creek Apartments

Associate Planner Fleckenstein introduced the landscape plan for a new apartment complex on the southeast corner of NW Baker Creek Road and NW Hill Road.

Morgan Will, applicant, explained the corner monument, stone pillars, and street trees that were proposed. One of the conditions was for five additional Spring Bouquet to be planted between the sidewalk and garbage enclosure and another condition required screening the parking lot between Buildings 2 and 3 which would be done using Arborvitae. Around each of the apartment buildings there would be dense landscaping and shrubbery and smaller trees. Outside of those planting areas there would be turf grass and trees. The proposed white vinyl fence was part of the conditions of approval. There were parking islands and landscaping as well.

Associate Planner Fleckenstein thought between the density of the planting around the buildings and continuation of the turf and trees on the outside across the open fence to the inside provided an open and parklike feel and tree canopy.

Mr. Will clarified there would be a solid six foot fence in the back for the backyards. There would be a vegetated bioswale to collect the surface runoff. Some of the buildings would be two stories and some three stories. There would be a play area and pedestrian path. The landscaping in the parking islands would match what was being done on Hill Road.

Committee Member Kearns moved to approve L 36-18. The motion was seconded by Committee Member Gunter and passed 5-0.

There was discussion regarding enforcement of street tree and landscape maintenance and how Birch Trees were being removed due to borers and would need to be replaced.

C. L 37-18 – Street Tree Removal - 1933 NE Coburn Drive

Associate Planner Fleckenstein discussed the request for a street tree removal at 1933 NE Coburn Drive. The removal was due to the tree lifting and cracking the sidewalk. The tree was currently healthy.

Committee Member Kearns suggested removing the sidewalk, cutting the tree roots, putting in a root barrier, and putting in new sidewalk. That would be the least expensive route.

There was discussion regarding this suggestion and how it was not how these situations were typically done.

Associate Planner Fleckenstein said Public Works had inspected the tree and agreed with the applicant's assessment of the sidewalk.

Committee Member Kearns moved to approve L 37-18 as long as the tree was replaced. The motion was seconded by Chair Stephenson and passed 5-0.

D. L 38-18 - Street Tree Improvement Plan – Cottonwood 1st Addition

Associate Planner Fleckenstein said the City had been made aware that the pear trees in Cottonwood 1st Addition along Jacie Way, Snowberry, and McKenna Court had been dropping limbs. There had been a request to remove all three street trees and replace them with a different species, such as Katsura.

Chair Stephenson thought the problem was people not maintaining the trees.

There was discussion regarding the problems with these trees and the type of tree that should be replanted here.

Associate Planner Fleckenstein said the Street Tree Improvement Plan identified a replacement street tree for this area, and since it seemed to be a widespread issue, he thought they would be receiving a lot of requests. He suggested making this an administrative process where staff could approve the pear tree removals and replace them with one type of tree.

Chair Stephenson thought the Committee should research what type of tree would work well in these areas and come back with suggestions.

Committee Member McDaniel moved to continue L 38-18. The motion was seconded by Committee Member Gunter and passed 5-0.

5. Discussion Items

None

6. Old/New Business

The Committee discussed the items on next week's meeting agenda.

There was further discussion regarding the need for better communication with the City and bringing projects to the LRC as well as better maintenance of landscaping.

7. Committee/Commissioner Comments

None

8. Staff Comments

None

9. Adjournment

Chair Stephenson adjourned the meeting 1:01 p.m.