



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

www.mcminnvilleoregon.gov

MINUTES

November 29, 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: Eric Baughman, Michael Williams, Scott Hill, Mayor

1. Call to Order

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

2. Citizen Comments

None

3. Approval of Minutes

None

4. Action/Docket Item (repeat if necessary)

A. L 42-18 – Street Tree Removal - 714 NE Cows Street

Associate Planner Fleckenstein reviewed the request for a street tree removal at 714 NE Cows Street. It was a Douglas Fir tree that was damaging the sidewalk adjacent to the applicant's property. The applicant also noted that several large branches had fallen from the tree over the years and had done damage. The applicant was willing to plant two replacement street trees in the right-of-way adjacent to the house. Staff recommended approval of the request.

Chair Stephenson said this was a significant tree, but it was doing damage and was not an approved street tree.

Committee Member Caughran suggested the City fix these types of raised areas so the trees did not have to be removed. All trees dropped branches.

Associate Planner Fleckenstein said Public Works had inspected the site and noted the street was significantly damaged and being heaved as well as the sidewalk which was causing drainage issues.

Chair Stephenson thought it was a public safety issue.

Committee Member Caughran thought removing the tree would change the atmosphere of the neighborhood.

Committee Member McDaniel said they had approved tree removals in the past of trees that had done similar damage.

Committee Member Caughran said they had not been as big and significant as this tree.

Committee Member Gunter said fir trees had shallow roots and a heavy rain and wind might blow it over. She was surprised Public Works had not removed it due to the damage.

Committee Member Kearns moved to approve L 42-18. The motion was seconded by Committee Member McDaniel and passed 4-1 with Committee Member Caughran opposed.

B. L 43-18 – Street Tree Improvement Plan - Cottonwood Street Tree Improvement Plan

Associate Planner Fleckenstein said it had come to staff's attention that there was widespread failure of a street tree species in the Cottonwood subdivision in northwest McMinnville. The tree was Cambridge Callery Pear and was an approved street tree. Staff recommended a revision to the Cottonwood Street Tree Plan to specify a suitable substitution. This subdivision could also be a candidate for a Street Tree Improvement Plan which would allow for an expedited administrative process when property owners came in with requests for street tree removal and replacement. A single replacement option was preferred to maintain the mono-culture and uniform appearance of the street trees, as intended by the original approved Street Tree Plan. Staff suggested the Eastern Redbud be the replacement option.

There was discussion regarding how this issue was difficult to solve as there were many variations of groundcover and people might not be taking care of the trees properly. There was further discussion regarding replacement options and enforcement of the street tree code.

Committee Member Gunter moved to approve L 43-18, the Street Tree Improvement Plan for the Cottonwood subdivision with administrative approval, and that the Cambridge Callery Pear tree be replaced with the Eastern Redbud. The motion was seconded by Committee Member Kearns and passed 5-0.

C. L 44-18 – Street Tree Removal

Associate Planner Fleckenstein reviewed the request for a street tree removal at 1895 NW 8th Street. This was a Red Maple tree and was causing significant damage to the adjacent sidewalk and the applicant's driveway. It was planted 15 inches from the driveway, which did not meet current street tree standards. Public Works had inspected the site and recommended removal. In this instance it was not recommended to replace the tree because of the proximity to the driveway and nearby newer planted street tree. Staff recommended approval. The applicant would remove the tree and repair the sidewalk.

Committee Member Gunter moved to approve L 44-18. The motion was seconded by Committee Member Kearns and passed 5-0.

5. Discussion Items

A. Street Tree List Update

Associate Planner Fleckenstein had compiled a list of information and characteristics of the trees on the Street Tree List. He asked if there was any feedback from the Committee.

The Committee was in favor of the changes that had been made.

Committee Member Gunter suggested sorting the trees by what was allowed in a particular area, such as those allowed under wires or those for a four foot planter.

Associate Planner Fleckenstein asked the Committee to let him know if there were recommendations for certain trees to be added or removed from the list.

Committee Member McDaniel thought for trees under high wires, the applicant could propose a tree that would fit and get the approval of the Committee and not just say carte blanche that the tree was not allowed. He thought it should be done on a case by case basis.

Committee Member Kearns suggested going through the list to identify the trees with aggressive root systems.

B. 2019 Work Plan

Associate Planner Fleckenstein suggested creating a work plan for 2019. Possible items could be revision of the approved Street Tree List, inventory of downtown street trees, study of the tree canopy, and hiring a third party consulting arborist for downtown tree removal requests.

There was discussion regarding working with McMinnville Water and Light for a consulting arborist and regarding items for the work plan including a priority tree list, better communication with the City, and addressing new stormwater designs conflicting with street trees.

Associate Planner Fleckenstein would come back with a work plan that incorporated these ideas.

6. Old/New Business

None

7. Committee/Commissioner Comments

None

8. Staff Comments

None

9. Adjournment

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