



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

www.mcminnvilleoregon.gov

Landscape Review Committee
Community Development Center, 231 NE 5th Street
January 15, 2020
12:00 PM

Committee Members	Agenda Items
<p>Rob Stephenson Chair</p> <p>Sharon Gunter Vice-Chair</p> <p>Josh Kearns</p> <p>Tim McDaniel</p> <p>John Hall</p>	<ol style="list-style-type: none">1. Call to Order2. Citizen Comments3. Approval of Minutes4. Action Items<ol style="list-style-type: none">A. Election of Officers (Exhibit 1)B. L 29-19 – Landscape Plan Review (Exhibit 2) 2730 NE Doran Drive5. Discussion Items6. Old/New Business7. Committee Member Comments8. Staff Comments9. Adjournment

The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Manager (503) 434-7405 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

*Please note that these documents are also on the City's website, www.mcminnvilleoregon.gov. You may also request a copy from the Planning Department.



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EXHIBIT 1 - MEMORANDUM

DATE: January 15, 2020
TO: Landscape Review Committee Members
FROM: Jamie Fleckenstein, Associate Planner
SUBJECT: Agenda Item 4A – Election of Landscape Review Committee Officers

The annual election of officers has been placed on your January 15, 2020 meeting agenda. As part of this process, the Landscape Review Committee shall elect a Chair and Vice-Chair at the first meeting of each year. The Chair presides over the meeting and public hearings. The Vice-Chair will preside over the meetings and public hearings in the Chair's absence.

The following outline is provided to help guide you through this election process.

1. The current Chair will ask for nominations for the position of Chair. Committee members wishing to nominate a fellow committee member for this position would do so at that time (more than one person can be placed for nomination).
 - o Motion: *"I would like to nominate [_____] for the position of Chair."*
2. Once it is evident that there are no further nominations, the following motion would be made:
 - o Motion: *"I move to close the floor to further nominations."*
3. A member of the Committee may then move to elect one of the nominated members to the position of Chair. If seconded, the Committee would then vote on the motion.
 - o Motion: *"I move to elect [_____] to the position of Chair."*
4. This same process is then repeated for the Vice-Chair position.



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EXHIBIT 2 - STAFF REPORT

DATE: January 15, 2020
TO: Landscape Review Committee Members
FROM: Jamie Fleckenstein, Associate Planner
SUBJECT: Agenda Item 4B – Landscape Plan Review Application (L 29-19)

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

OBJECTIVE/S: Strategically plan for short and long-term growth and development that will create enduring value for the community

Report in Brief:

An application for a landscape plan review (L 29-19) for landscaping for a proposed 12 unit apartment building in northeast McMinnville to be reviewed by the Landscape Review Committee.

Background:

The application requests the approval of a proposed landscape plan for the subject site, where a new 12 unit apartment building is being developed. The subject property is located at 2730 NE Doran Drive. **See Figure 1: Vicinity Map.** The property is zoned C-3PD (General Commercial Planned Development). Planned Development Ordinance 4704 was adopted in 1999 as an overlay to the underlying C-3 zone.

The site is largely undeveloped, though the eastern property line is improved with a driveway and trash enclosure that is shared between the site and the adjacent Cherrywood Memory Care facility to the east. Cherrywood Memory Care to the east, Wilco Farm Storm to the south, and the undeveloped lot to the west are all zoned C-3PD (General Commercial Planned Development). North of the site across NE Doran Drive is the Hidden Meadow Ridge subdivision, zoned R-4PD (Multiple-Family Residential Planned Development) and developed with single-family residences. The subject site slopes downhill gently from south to north towards Doran Drive. The western portion of the site slopes toward the western property line where a stand of mature fir and oak trees is present. A 20 foot wide sewer easement runs along the southern property line on the site. **See Figure 2: Existing Conditions.**

A building permit has been applied for to develop a 12 unit multi-family apartment building and associated off-street parking. The landscape plan addresses landscaping for the entire site. **See Figure 3: Landscape Plan and Figure 4: Plant Schedule.**

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of L 29-19

Attachment B – Application Materials

Figure 1: Vicinity Map

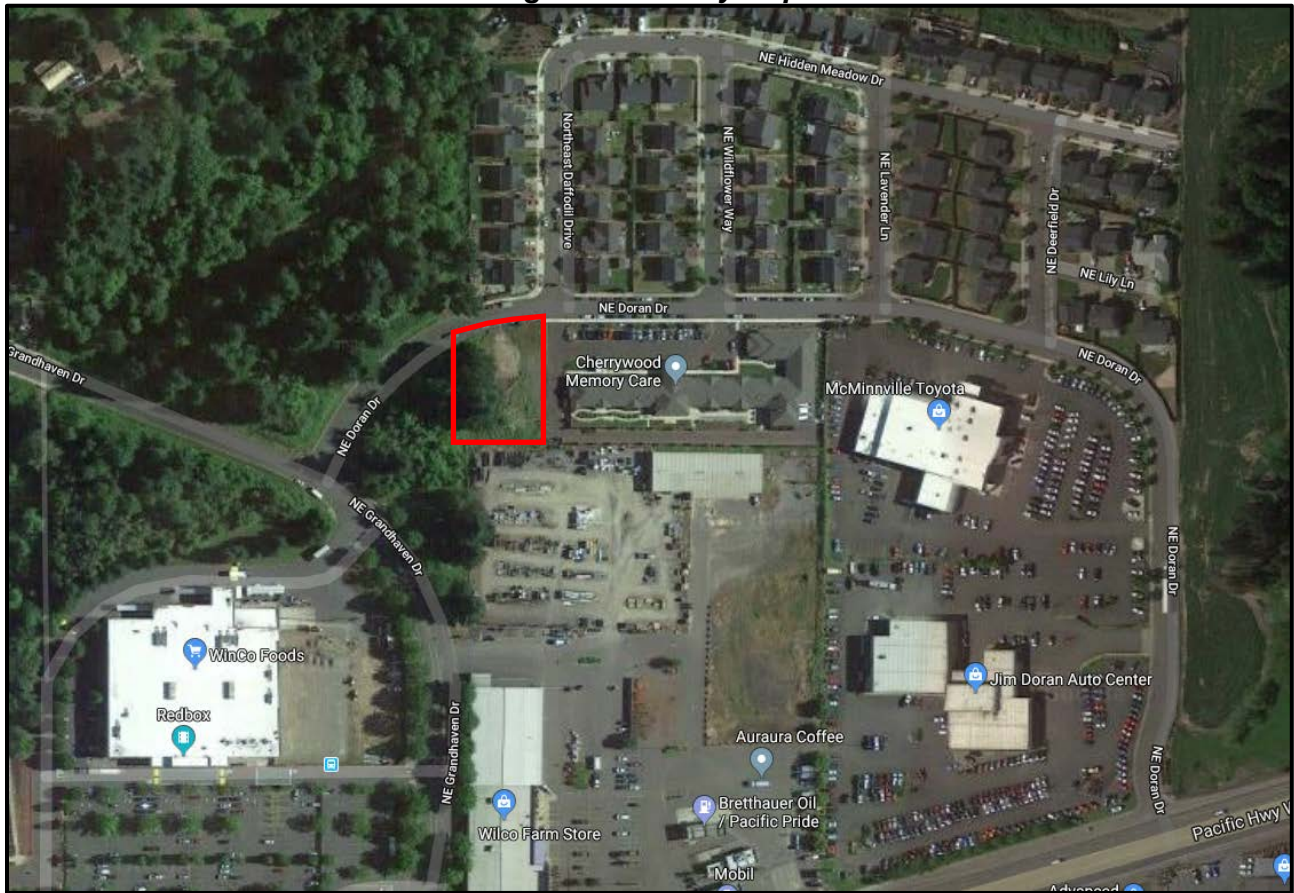


Figure 2: Existing Conditions (looking SW from Doran Drive)



Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of L 29-19

Attachment B – Application Materials

Figure 3: Proposed Landscape Plan
Doran Drive

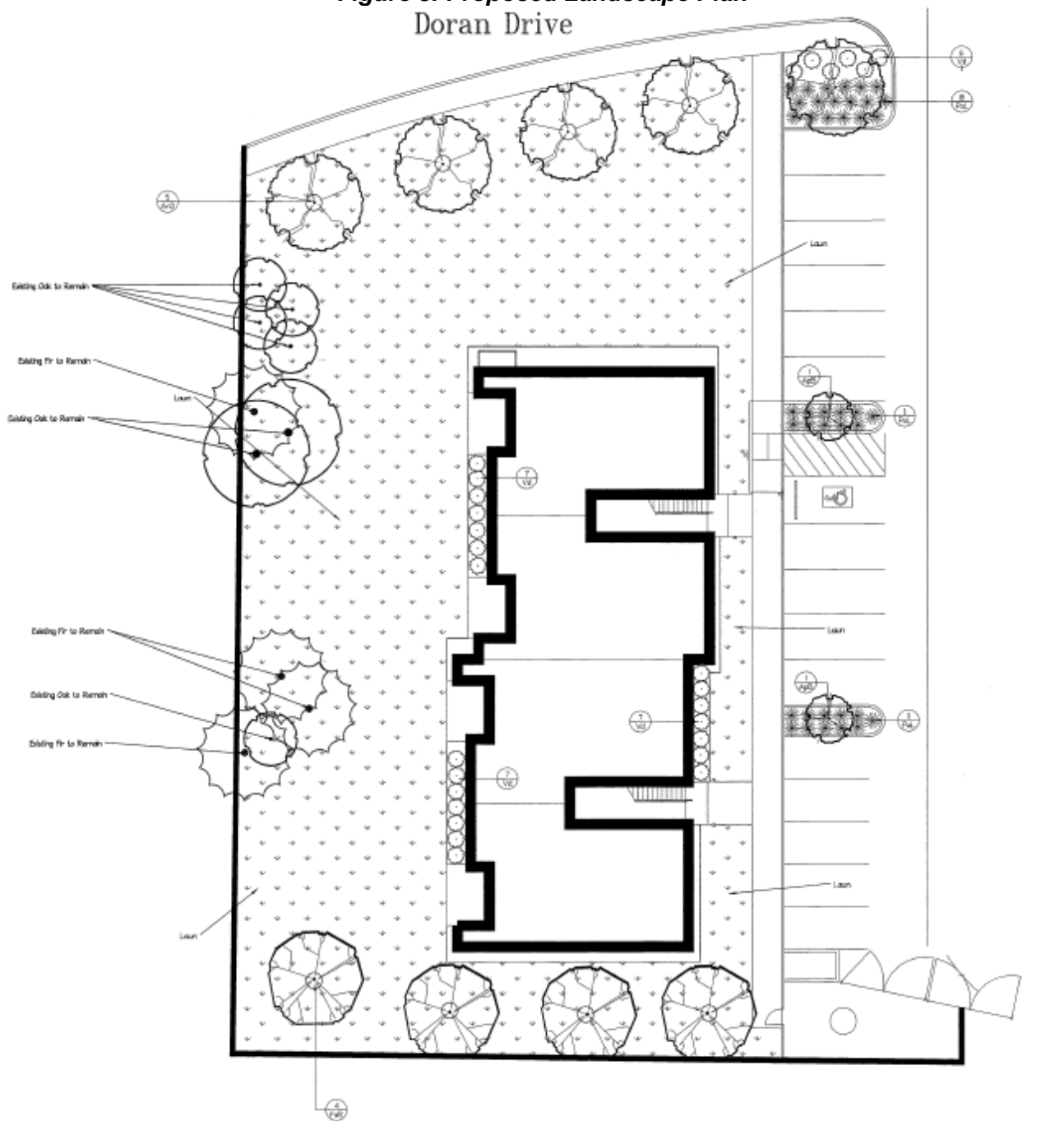


Figure 4: Proposed Plant Schedule

Key	Qty	Botanical Name	Common Name	Size/Condition
Trees				
ApB	2	Acer palmatum 'Bloodgood'	BLOODGOOD JAPANESE MAPLE	6-7'
ArO	5	Acer rubrum 'October Glory'	OCTOBER GLORY RED MAPLE	2" Cal.
FaR	4	Fraxinus angustifolia 'Raywood'	RAYWOOD CLARET ASH	2" Cal.
Shrubs				
Vd	27	Viburnum davidii	DAVID VIBURNUM	3 gal.
Ornamental Grasses				
Pol	40	Pennisetum alopecuroides 'Little Bunny'	LITTLE BUNNY FOUNTAIN GRASS	1 gal.

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Discussion:

Decisions and/or recommendations for both land-use applications are dependent upon whether or not the applications meet state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code (MMC). The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria. Attached are two (2) different decision documents that provide the Findings of Fact and Conclusionary Findings for each land-use application. These documents outline the legal findings on whether or not each application meets the applicable criteria and whether or not there are conditions of approval that if achieved put the application in compliance with the criteria.

Applicable Review Criteria

The Landscape Plan Review (L 29-19) request is subject to the planning factors in Section 17.57.070(B) of the MMC. The Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.
2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.
3. The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.
4. The development and use of islands and plantings therein to break up parking areas.
5. The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.
6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

Condition of Approval #5(b) of Planned Development Ordinance 4704 requires:

“That landscape plans for the commercial site south of the extension of Doran Drive shall be submitted to the McMinnville Landscape Review Committee for review and approval prior to issuance of permits for any of the commercial buildings. At a minimum, 15 percent of the site shall be landscaped with emphasis placed along the Doran Drive street frontages, at major entrances to the commercial area, within off-street parking lots, and at building perimeters.”

Because multiple-family residential development requires landscaping in excess of the 15 percent minimum required by Ordinance 4704, landscaping is subject to the multiple-family area determination requiring 25 percent of the gross area to be landscaped.

Additionally, Ordinance 4704 requires Planning Director review and approval of removal of existing trees greater than nine (9) inches in diameter measured 4.5 feet above grade (DBH).

Analysis of Landscape Plan Review Request

The applicant's landscape plan proposes a large percentage of landscaping on the site (48 percent). Minimal grouping of trees and shrubs meet many of the planning factors above and help achieve the

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of L 29-19

Attachment B – Application Materials

purpose of the landscape chapter of MMC. Specifically, the plan features a row of shade trees along the north and south property lines, parking lot planting islands, perimeter planting around portions of the proposed apartment building, and the retention of most of the mature tree stand along the western property line. Those select planting areas balance large open areas of lawn that would provide usable recreational open space to the residents of the apartment building.

Below is a table summarizing the application's compliance with critical criteria. The Decision Document for the land-use application has the detailed analysis and findings for this compliance:

Issue	Notes	Condition to Help Meet Criteria
Compatibility with the project and surrounding properties and uses	<ul style="list-style-type: none"> Landscaping proposed around site and building perimeters provides shade, interest, and buffering to key areas Large lawn area provide usable open space to residents Sight distance along Doran Drive may be restricted by large tree near driveway entrance No planting next to side of building visible from ROW 	<p><i>Condition of Approval #2:</i> Requires removal of tree near driveway to maintain clear sight distance to Doran Drive</p> <p><i>Condition of Approval #3:</i> Requires landscaping on north side of building visible from ROW</p>
Screening the proposed use	<ul style="list-style-type: none"> Uses to north and east are residential, and don't need substantial screening Use to south (Wilco Farm Store) is commercial, trees provide some screening, no screening at ground level 	<p><i>Condition of Approval #4:</i> Requires sight-obscuring planting to screen outdoor storage area</p>
Retention of existing trees	<ul style="list-style-type: none"> Most of mature native tree stand on western edge of site is being retained 	
Parking lot islands and planting	<ul style="list-style-type: none"> 4 parking lot islands proposed; 3 have proposed planting 	<p><i>Condition of Approval #6:</i> Requires planting in the parking lot island adjacent to trash enclosure</p>
Use of suitable street trees	<ul style="list-style-type: none"> Street trees not required 	
Irrigation system or water facilities	<ul style="list-style-type: none"> Landscape areas to receive automatic irrigation system. 	

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of L 29-19

Attachment B – Application Materials

Issue	Notes	Condition to Help Meet Criteria
Landscaping req'd around trash enclosure	<ul style="list-style-type: none"> Landscaping not provided on 3 sides of trash enclosure 	<i>Condition of Approval #6:</i> Requires planting in the parking lot island and landscape area adjacent to trash enclosure

Staff-Suggested Conditions of Approval

1. That the applicant shall install landscaping as shown on the landscape plan submitted to the Planning Department on December 13, 2019.
2. That the easternmost *Acer rubrum* 'October Glory' (October Glory Red Maple) along the northern property line be removed to maintain clear sight distances to the west on Doran Drive.
3. That landscaping be provided along the north side of the proposed apartment building consistent with other building perimeter landscaping.
4. That sight-obscuring planting be provided along the southern property line to screen the adjacent commercial outdoor storage area.
5. That the applicant is reminded that any tree planted partially or wholly within the right-of-way is considered a street tree, and shall be planted per the City's approved street tree standards, including the provision of root barrier protection placed in 10 foot lengths against the sidewalk, centered on the tree and to a depth of 18 inches; and that street trees are not to be planted within five (5) feet of a private driveway or alley; ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; twenty (20) feet of street light standards or street intersections.
6. That landscaping be provided around two (2) additional sides of the trash and recycling enclosure, including within the adjacent parking lot island and next to the pedestrian gate access. Plant material must be a minimum of three (3) feet in height at the time of planting.
7. That the applicant shall maintain proper clearances around the existing and future water and electrical services that will be located on the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
8. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Fiscal Impact:

None.

Landscape Review Committee Options:

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of L 29-19

Attachment B – Application Materials

- 1) **APPROVE** the application, per the decision document provided which includes the findings of fact and conditions of approval.
- 2) **APPROVE** the application with additional conditions of approval, providing findings of fact for the inclusion of additional conditions.
- 3) **CONTINUE** the application, requesting the applicant to submit more information or details for review.
- 4) **DENY** the application, providing findings of fact for the denial in the motion to deny.

Staff Recommendation:

Staff has reviewed the application for consistency with the applicable criteria. Staff finds that, subject to the recommended conditions specified in the attached Decision Document, the application submitted by the applicant contains sufficient evidence to find the applicable criteria are satisfied.

Staff **RECOMMENDS APPROVAL** of the application, subject to the conditions specified in the attached Decision Document.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, I MOVE THAT THE LANDSCAPE REVIEW COMMITTEE APPROVE THE DECISION DOCUMENT AND APPROVE THE LANDSCAPE PLAN REVIEW APPLICATION L 29-19 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT.

JF

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of L 29-19

Attachment B – Application Materials



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DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN REVIEW AT 2730 NE DORAN DRIVE

DOCKET: L 29-19 (Landscape Plan)

REQUEST: Approval of a Landscape Plan for A Multi-Family Apartment Building

LOCATION: 2730 NE Doran Drive (Tax Lot 1803, Section 10C, T. 4. S., R. 4 W., W.M.)

ZONING: C-3PD (General Commercial Planned Development)

APPLICANT: Premier Home Builders, Inc., property owner

STAFF: Jamie Fleckenstein, PLA, Associate Planner

DATE DEEMED COMPLETE: December 16, 2019

HEARINGS BODY & ACTION: McMinnville Landscape Review Committee makes a recommendation of approval or denial to the Planning Director.

HEARING DATE & LOCATION: January 15, 2020, Community Development Center, 231 NE 5th Street, McMinnville, Oregon

PROCEDURE: Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.

CRITERIA: The applicable criteria are specified in Section 17.57.070 (Area Determination – Planning factors) of the McMinnville Zoning Ordinance, McMinnville City Code.

APPEAL: The decision may be appealed within 15 days of the date the decision is mailed as specified in Section 17.57.170 of the McMinnville Zoning Ordinance.

COMMENTS: This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Their comments are provided in this document. No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

I. APPLICATION SUMMARY:

Subject Property & Request

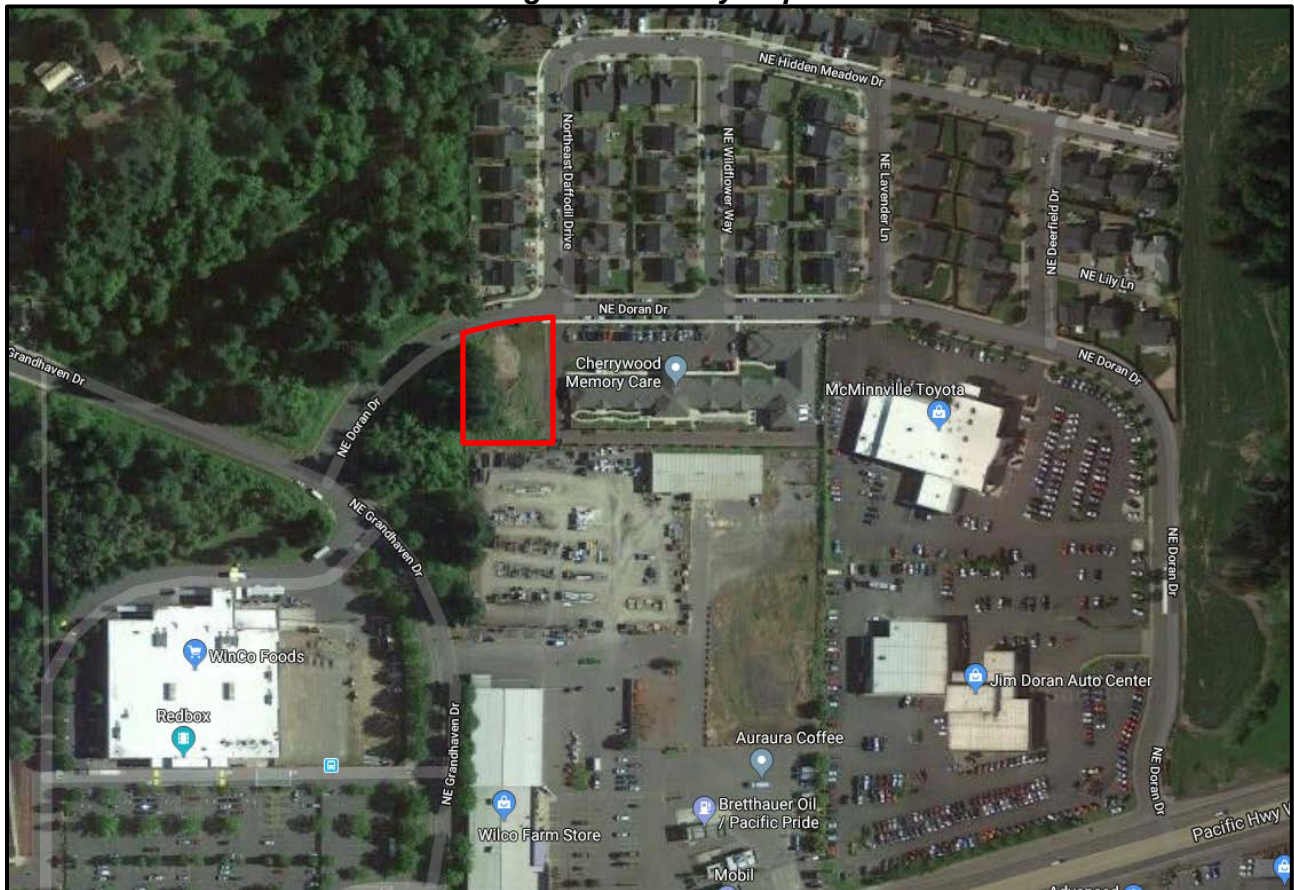
The application requests approval of a landscape plan (L 29-19) for the development of a new 12 unit multi-family apartment building on an approximately 0.58 acre parcel in northeast McMinnville.

The applicant and property owner, Premier Home Builders, Inc., submitted a landscape plan associated with a building permit for development of a new apartment building located at 2730 NE Doran Drive. The subject property is more specifically described as Tax Lot 1803, Section 10C, T. 4. S., R. 4 W., W.M. **See Figure 1: Vicinity Map.** The property is zoned C-3PD (General Commercial Planned Development). Planned Development Ordinance 4704 was adopted in 1999 as an overlay to the underlying C-3 zone.

The site is largely undeveloped, though the eastern property line is improved with a driveway that is shared between the site and the adjacent Cherrywood Memory Care facility to the east. Cherrywood Memory Care to the east, Wilco Farm Storm to the south, and the undeveloped lot to the west are all zoned C-3PD (General Commercial Planned Development). North of the site across NE Doran Drive is the Hidden Meadow Ridge subdivision, zoned R-4PD (Multiple-Family Residential Planned Development) and developed with single-family residences. The subject site slopes downhill gently from south to north towards Doran Drive. The western portion of the site slopes toward the western property line where a stand of mature fir and oak trees is present. A 20 foot wide sewer easement runs along the southern property line on the site. **See Figure 2: Existing Conditions.**

A building permit has been applied for to develop a 12 unit multi-family apartment building and associated off-street parking. **See Figure 3: Site Plan.** The landscape plan addresses landscaping for the entire site. **See Figure 4: Landscape Plan and Figure 5: Plant Schedule.**

Figure 1: Vicinity Map



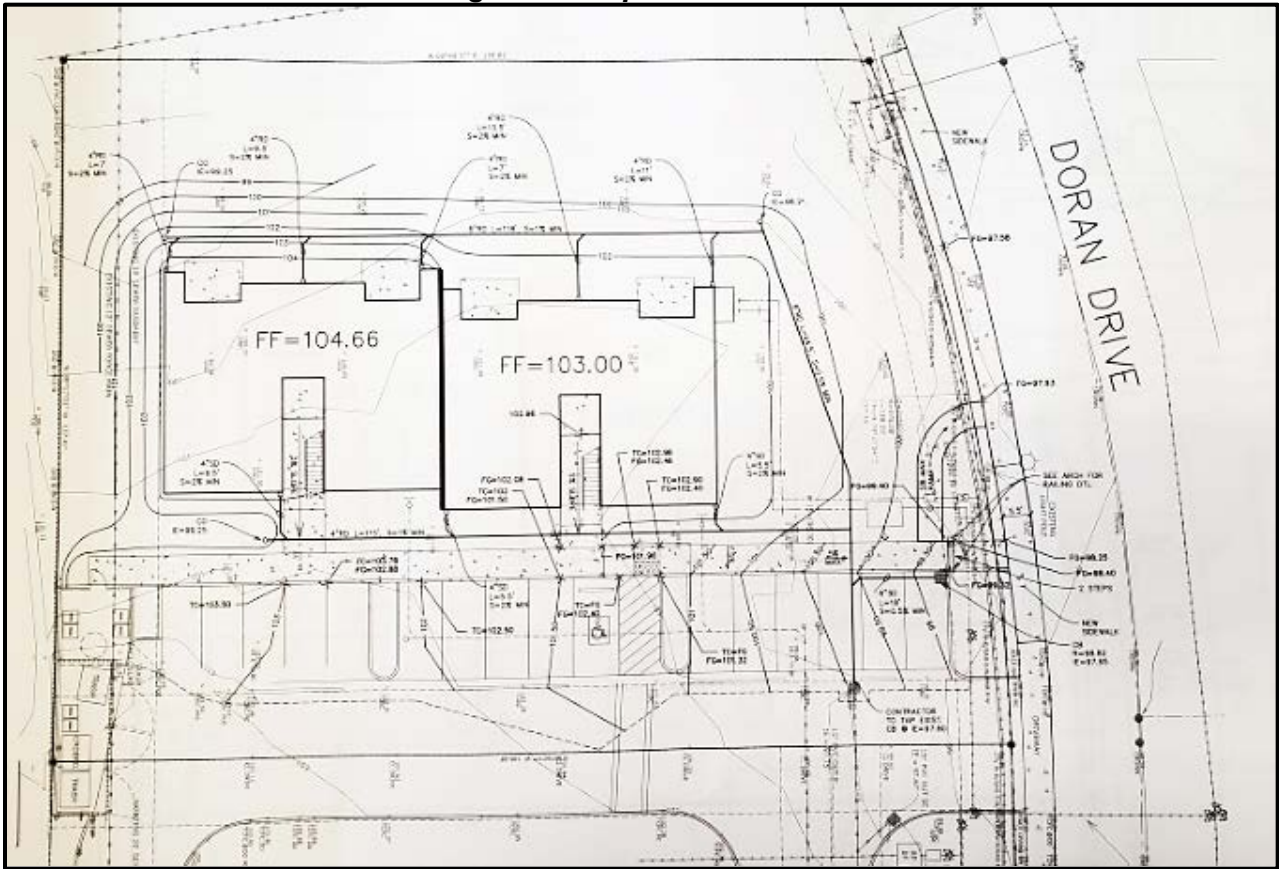
Attachments:

Attachment 1 – Application and Attachments

Figure 2: Existing Conditions (looking SW from Doran Drive)



Figure 3: Proposed Site Plan



Because multiple-family residential development requires landscaping in excess of the 15 percent minimum required by Ordinance 4704, landscaping is subject to the multiple-family area determination requiring 25 percent of the gross area to be landscaped.

Additionally, Ordinance 4704 requires Planning Director review and approval of removal of existing trees greater than nine (9) inches in diameter measured 4.5 feet above grade (DBH).

II. CONDITIONS:

1. That the applicant shall install landscaping as shown on the landscape plan submitted to the Planning Department on December 13, 2019.
2. That the easternmost *Acer rubrum* 'October Glory' (October Glory Red Maple) along the northern property line be removed to maintain clear sight distances to the west on Doran Drive.
3. That landscaping be provided along the north side of the proposed apartment building consistent with other building perimeter landscaping.
4. That sight-obscuring planting be provided along the southern property line to screen the adjacent commercial outdoor storage area.
5. That the applicant is reminded that any tree planted partially or wholly within the right-of-way is considered a street tree, and shall be planted per the City's approved street tree standards, including the provision of root barrier protection placed in 10 foot lengths against the sidewalk, centered on the tree and to a depth of 18 inches; and that street trees are not to be planted within five (5) feet of a private driveway or alley; ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; twenty (20) feet of street light standards or street intersections.
6. That landscaping be provided around two (2) additional sides of the trash and recycling enclosure, including within the adjacent parking lot island and next to the pedestrian gate access. Plant material must be a minimum of three (3) feet in height at the time of planting.
7. That the applicant shall maintain proper clearances around the existing and future water and electrical services that will be located on the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
8. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

III. ATTACHMENTS:

1. L 29-19 Application and Attachments (on file with the Planning Department)

IV. COMMENTS:

Agency Comments

Attachments:

Attachment 1 – Application and Attachments

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. The following comments have been received:

- McMinnville Water and Light:

Proposed trees on the north property line must maintain minimum clearances from existing street lighting. Those minimum clearances include mature tree canopy. Beyond that we are unable to review or approve plans until power system design is completed and electrical extension agreement signed.

MW&L cannot approve the landscape plans until the public water system design has been approved by MW&L.

- McMinnville Public Works Department:

Site Review

1. The existing site is located at 2730 NE Doran Drive in McMinnville. The site is located in a commercial/residential area. NE Doran Drive is a functionally classified local street. It is a 36' wide improvement in a 50' right of way. Thus the right of way is approximately 7' behind the face of the curb.
2. The north side has curbside sidewalk adjacent to developed properties.

Submittal Review

1. The submitted landscaping plan appears to show trees planted outside of the public right of way behind the sidewalk. It shows October Glory red maple. This is a proven street tree choice that is on the City's recommended street tree list. October Glory will potentially grow to a mature height of 40' with a spread of 35'.
2. The submitted plan shows the trees being planted in an irrigated turf stand.
3. The remainder of the proposed landscaping improvements appear to be outside of the public right of way, and thus outside of our purview.

Recommendations

1. We would recommend approval of this application.
2. The applicant should be reminded that street trees shall not be planted:
 - a. Within 10' of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines
 - b. Within 20' of street light standards or street intersections
 - c. Within 5' of a private driveway (note: given the geometry of the adjacent roadway which will impact the sight distance for vehicles exiting the property, the applicant should consider not planting the easterly tree to reduce impacts on sight distance.)
3. If the trees along Doran Drive are in the public right of way all street trees shall be planted as per the City's approved detail.
4. Applicant to obtain utility locates prior to any planting excavations within the public right of way.
5. Applicant to contact Public Works (503.434.7316) for an inspection prior to backfilling any tree planted within the right of way.
6. All trees planted in the right of way shall be 2" caliper minimum.

Public Comments

No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the Planning Director's decision.

Attachments:

Attachment 1 – Application and Attachments

V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. Dave Ryan of Premier Home Builders, Inc., property owner, submitted a landscape plan application on November 14, 2019.
2. The application was deemed incomplete on November 20, 2019. Additional information was provided by the applicant on December 13, 2019.
3. The application was deemed complete on December 16, 2019.
4. Notice of the application was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments received from public agencies are addressed in the Decision Document.
5. No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the public meeting.
6. A public meeting was held by the Landscape Review Committee on January 15, 2020 to review the application and proposed landscape plan.

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** 2730 NE Doran Drive (Tax Lot 1803, Section 10C, T. 4. S., R. 4 W., W.M.)
2. **Size:** 25, 619 square feet (0.59 acres)
3. **Comprehensive Plan Map Designation:** Commercial
4. **Zoning:** C-3PD (General Commercial Planned Development)
5. **Overlay Zones/Special Districts:** Planned Development Overlay (Ord. 4704)
6. **Current Use:** Undeveloped
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** None
 - b. **Other:** None identified
8. **Other Features:**
 - a. **Slope:** A majority of the site is relatively flat, but the property slopes downward toward the western property line.
 - b. **Trees:** A stand of existing mature native fir and oak is present along the western property line.
9. **Utilities:**
 - a. **Water:** Water service is available to the subject site.
 - b. **Electric:** Power service is available to the subject site.
 - c. **Sewer:** Sanitary sewer service is available to the subject site. A 20 foot wide sewer easement is located along the southern property line.
 - d. **Stormwater:** Storm sewer service is available to the subject site.
 - e. **Other Services:** Other utility services are available to the subject site. Northwest Natural Gas and Comcast is available to serve the site.

Attachments:

Attachment 1 – Application and Attachments

10. **Transportation:** The site is adjacent to NE Doran Drive, which is classified as a local street in the McMinnville Transportation System Plan.

VII. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria for a Landscape Plan Review are specified in Section 17.57.070 of the Zoning Ordinance.

In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. "Proposals" specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests.

Comprehensive Plan Volume II:

The following Goals, Policies, and Proposals from Volume II of the Comprehensive Plan provide criteria applicable to this request:

The implementation of most goals, policies, and proposals as they apply to this application are accomplished through the provisions, procedures, and standards in the city codes and master plans, which are sufficient to adequately address applicable goals, policies, and proposals as they apply to this application.

The following additional findings are made relating to specific Goals and Policies:

GOAL VI 1: TO ENCOURAGE DEVELOPMENT OF A TRANSPORTATION SYSTEM THAT PROVIDES FOR THE COORDINATED MOVEMENT OF PEOPLE AND FREIGHT IN A SAFE AND EFFICIENT MANNER.

Policy 122.00: The City of McMinnville shall encourage the following provisions for each of the three functional road classifications:

3. Local Streets

–Landscaping should be encouraged along public rights-of-way.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. Trees will be installed along the public right-of-way along NE Doran Drive. The trees are not located in the public right-of-way, but are being placed along the property line so that they are visible from the public right-of-way, provide canopy coverage and shade to the public right-of-way, and provide screening of the use from the public right-of-way.

GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMINNVILLE.

Policy 188.00: The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.

APPLICANT'S RESPONSE: None.

Attachments:

Attachment 1 – Application and Attachments

FINDING: SATISFIED. McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville Landscape Review Committee review of the request and recommendation at an advertised public meeting. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

McMinnville Zoning Ordinance

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) provide criteria applicable to the request:

Chapter 17.57 Landscaping

17.57.010 Purpose and intent. The purpose and intent of this Chapter is to encourage and, where appropriate, require the use of landscape elements, particularly plant materials, in proposed developments in an organized and harmonious manner that will enhance, protect and promote the economic, ecological and aesthetic environment of McMinnville. Landscaping is considered by McMinnville to be an integral part of a complete comprehensive development plan. [...]

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The landscape plan as proposed would enhance the appearance of the city and will benefit the economic, ecological, and aesthetic environment of the city. The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below.

17.57.030 Zones where required. Landscaping shall be required in the following zones except as otherwise noted: [...]

D. C-3 (General Commercial zone).

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The subject site is zoned C-3PD (General Commercial Planned Development), and landscaping is being provided as required.

17.57.070 Area Determination – Planning Factors.

17.57.070(A). Landscaping shall be accomplished within the following ranges:

3. Multiple-family, twenty five percent of the gross area. This may be reduced to not less than fifteen percent upon approval of the review committee. (The gross area to be landscaped may only be reduced by the review committee if there is a showing by the applicant that the intent and purpose of this chapter and subsection B of this section are met.)

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. Multiple-family development in the C-3 zone is subject to the requirements of the R-4 (Multiple Family Residential) zone. The application indicates the following Total Landscape Areas and Percent Landscaped for the proposed multiple-family development:

	Total Area (s.f.)	Landscape Provided (s.f.)	Percentage
Proposed Development	25,619	12,240	48%

The proposed landscaping exceeds the 25% minimum landscaping requirement for multiple-family development.

17.57.070(B). The following factors shall be considered by the applicant when planning the landscaping in order to accomplish the purpose set out in Section 17.57.010. The Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:

17.57.070(B)(1). *Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.*

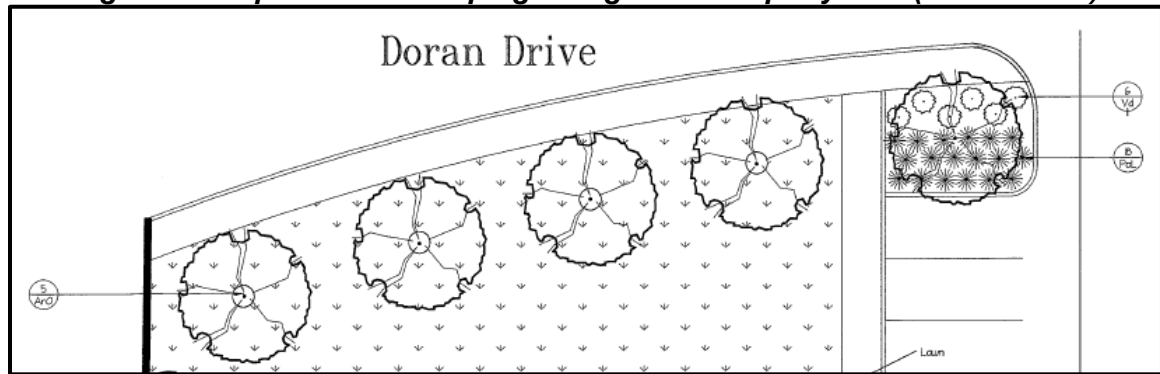
APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS #2 AND #3. The proposed project is the development of a three story 12 unit apartment building. A shared driveway with the adjacent memory care to the east facility provides access to off-street parking and the solid waste/recycling enclosure required for the apartments. North of NE Doran Drive is a residential subdivision with single-family residence. South of the site is the Wilco Farm Store commercial development, with outdoor storage immediately adjacent to the subject site. To the west is an undeveloped parcel, with a stand of mature trees along the common property line. **See Figure 5: Vicinity Map (Enlargement).**

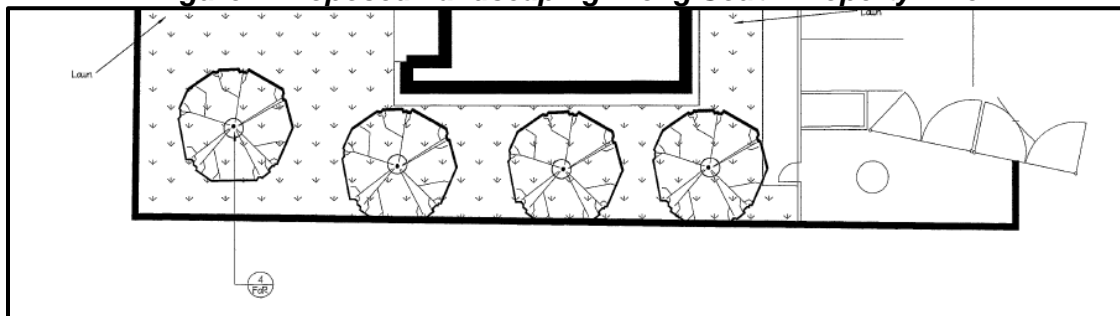
Figure 5: Vicinity Map (Enlargement)



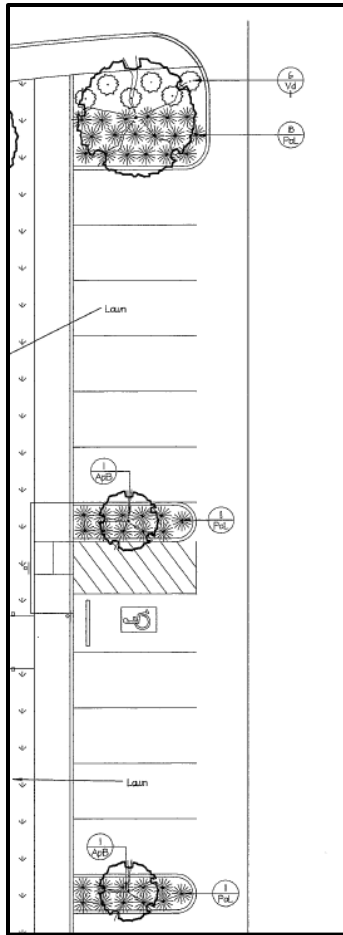
The proposed landscape plan features rows of shade trees along the north and south property lines (**Figures 6 & 7**), parking lot planting islands (**Figure 8**), perimeter planting around portions of the proposed apartment building (**Figure 9**), and the retention of most of the mature tree stand along the western property line.

Figure 6: Proposed Landscaping Along North Property Line (Doran Drive)

Acer rubrum 'October Glory' (October Glory Red Maple) trees are proposed along the northern property line, spaced at approximately 25 feet on center. This variety grows approximately 40 feet tall and 35 feet wide, and would provide continuous canopy along the street frontage at the proposed spacing at maturity. The line of trees extends to the shared driveway between the proposed apartment building and the adjacent memory care facility. The easternmost tree is outside of the required vision clearance triangle for multi-family and commercial driveways, however, the geometry of Doran Drive is such that a tree in this location may impact sight distances from vehicles exiting the site. Staff recommends a condition of approval to remove the easternmost *Acer rubrum* 'October Glory' to maintain clear sight distances to the west on Doran Drive.

Figure 7 Proposed Landscaping Along South Property Line

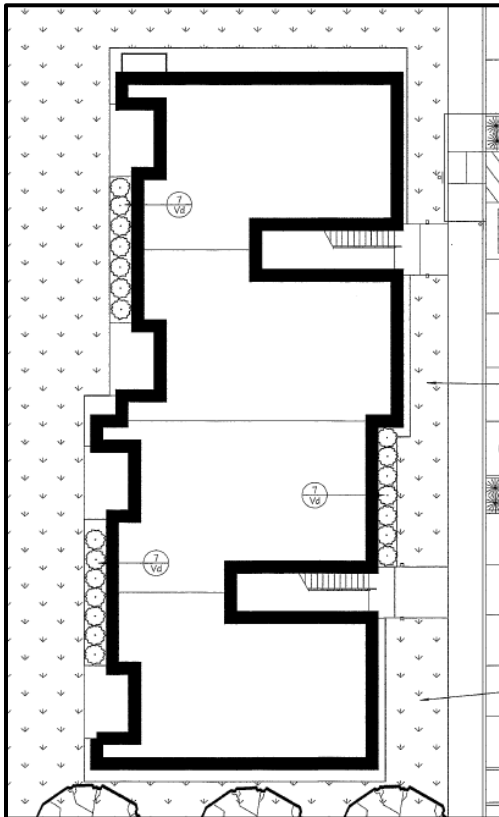
Between the proposed apartment building and the adjacent Wilco Farm Store property to the south is a 20 foot wide sewer easement where landscaping is proposed. Four (4) *Fraxinus angustifolia* 'Raywood' (Raywood Ash) are proposed at approximately 25 feet on center. Raywood Ash grow to approximately 55 feet tall and 30 feet wide. These trees will provide shade and cooling benefits to the building, as well as screen the adjacent use on the Wilco property, which is outdoor storage. The south side of the building has limited windows and views from the apartment units, so the continuous canopy provided by the trees will provide screening of the outdoor storage area. Located at the end of the shared driveway is a trash and recycling enclosure that will be shared by the apartments and memory care facility. No landscaping is proposed immediately adjacent to the enclosure. This is addressed in more detail below.

Figure 8: Parking Lot Islands

On the west side of the shared access driveway is off street parking for the apartment units. Spaced at approximately every five (5) to six (6) parking stalls is a planting island measuring approximately five (5) feet by 18 feet. The northernmost island next to Doran Drive is larger, and has an October Glory Red Maple proposed (discussed in more detail above) with evergreen shrub *Viburnum davidii* (David Viburnum) and perennial ornamental grass *Pennisetum alopecuroides* 'Little Bunny' (Little Bunny Fountain Grass) proposed below. These plants are relatively low maintenance and durable, appropriate for locating in parking lot planter islands.

The two smaller interior planting islands are planted with Little Bunny Fountain Grass, and each has an *Acer palmatum* 'Bloodgood' (Bloodgood Japanese Maple). Bloodgood Japanese Maples grow approximately 20 feet tall and 20 feet wide, and will provide some shade to the surrounding parking spaces.

Another parking lot island is shown on the plan between the southernmost parking stall and the trash/recycling enclosure. No landscaping is proposed in this island to cap the parking aisle. This area is addressed in more detail below.

Figure 9: Apartment Building Perimeter Landscaping

The perimeter of the apartment building is surrounded by a landscape bed, ranging in width from approximately one (1) foot to four (4) feet. In the wider areas on the east and west sides of the building, David Viburnum is planting in a continuous row. No planting is proposed for the wider bed on the north side of the building visible from the public right-of-way. The narrow beds without planting are intended to be mow strips to ease maintenance around the building. Staff recommends a condition of approval to provide planting along the north side of the building, where the proposed landscape bed is wide enough to accommodate planting and it is visible from the public right-of-way.

Beyond the perimeter landscape bed, the remainder of the site is proposed as open turf lawn. This will provide ample usable recreational open space on the site for residents of the apartment units.

Attachments:

Attachment 1 – Application and Attachments

Overall, with suggested conditions of approval, staff finds that the proposed landscaping is compatible with the proposed project and the surrounding and abutting properties and their uses.

CONDITIONS FOR FINDING: That the easternmost *Acer rubrum* 'October Glory' (October Glory Red Maple) along the northern property line be removed to maintain clear sight distances to the west on Doran Drive.

That landscaping be provided along the north side of the proposed apartment building consistent with other building perimeter landscaping.

17.57.070(B)(2). *Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #4. The use of small deciduous trees in the parking lot and medium deciduous shade trees on the north and south property lines will provide screening of the apartment building from the adjacent single family residential neighborhood, memory care facility, and the Wilco Farm Store site. An existing chain link fence is on the southern property line between the Wilco outdoor storage area and the subject site, but does not offer any screening benefit. Staff recommends a condition of approval to provide sight-obscuring planting along the south property to screen the adjacent outdoor storage area from the subject site.

CONDITION FOR APPROVAL: That sight-obscuring planting be provided along the southern property line to screen the adjacent commercial outdoor storage area.

17.57.070(B)(3). *The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. Eleven mature native trees along the western property line are to be retained, including seven (7) oak and four (4) fir trees. The orientation of the proposed apartment building minimizes potential disturbance of the existing trees' root systems. The existing grade around the tree stand is preserved, minimizing the construction impact on existing trees.

17.57.070(B)(4). *The development and use of islands and plantings therein to break up parking areas.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The proposed project includes 16 off-street parking spaces in a single aisle on the east side of the site. Parking lot islands are proposed at the ends of the aisle to cap the parking, and two islands internal to the parking aisle are proposed to break up the length of the parking area. Planting is proposed in all but the southernmost island adjacent to the trash enclosure, which is discussed in more detail below. Planting in the other planting islands include deciduous trees, evergreen shrubs, and ornamental grasses as discussed above.

17.57.070(B)(5). *The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #5. NE Doran Drive is classified as a local street in McMinnville's Transportation System Plan. The existing right-of-way is 50 feet wide, and Doran Drive is improved with a 36' width. Remaining right-of-way for other improvements (sidewalks, planter strips, etc...) is seven (7) feet on each side of the street. Therefore, the street frontage along the subject site is proposed to be improved with a curb-tight five (5) foot wide sidewalk. Since no curbside planter strip will be installed, street trees are not required. However, the landscape plan shows a row of trees planted on private property along the northern property line next to the public right-of-way that functionally act as street trees by their proximity to the right-of-way. These trees are proposed to be *Acer rubrum* 'October Glory' (October Glory Red Maple) which is a recommended medium street tree found on McMinnville's Street Tree List. Because the trees are proposed to be near the property line, staff is recommending a condition of approval to remind the applicant that any tree planted partially or wholly within the right-of-way is considered a street tree, and shall be planted per the City's approved street tree standards, including the provision of root barrier protection placed in 10 foot lengths against the sidewalk, centered on the tree, and to a depth of 18 inches, and that street trees are not to be planted within five (5) feet of a private driveway or alley; ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; twenty (20) feet of street light standards or street intersections.

CONDITION FOR FINDING: That applicant is reminded that any tree planted partially or wholly within the right-of-way is considered a street tree, and shall be planted per the City's approved street tree standards, including the provision of root barrier protection placed in 10 foot lengths against the sidewalk, centered on the tree and to a depth of 18 inches; and that street trees are not to be planted within five (5) feet of a private driveway or alley; ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; twenty (20) feet of street light standards or street intersections.

17.57.070(B)(6). *Suitable watering facilities or irrigation systems must be included in or near all planted areas.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The proposed landscape plan indicates that all landscape beds are to receive a design/build automatic irrigation system.

17.57.070(C) *All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #8. A condition of approval will require that all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Chapter 17.61 Solid Waste and Recycling Enclosure Plan

17.61.030(C) *Any trash or recycling enclosure which is visible from the street must provide landscaping around three (3) sides of the structure. Climbing vines and screening shrubs or hedges are appropriate and landscaping must be a minimum of three-feet (3) in height at the time of planting.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #6. The trash and recycling enclosure is located at the end of the driveway shared between the subject site and the adjacent memory care facility. It is

Attachments:

Attachment 1 – Application and Attachments

visible from NE Doran Drive. The enclosure is a shared facility between the subject site and the memory care facility. An arborvitae hedge is adjacent to the trash enclosure on the adjacent memory care facility site. Although landscape areas are shown on the landscape plan adjacent to the trash and recycling enclosure, including a parking lot island and a lawn area next to the pedestrian gate access, no planting is proposed in those areas. Therefore, a condition of approval is included to require landscaping be provided around two (2) additional sides of the trash and recycling enclosure, including within the adjacent parking lot island and next to the pedestrian gate access. Plant material must be a minimum of three (3) feet in height at the time of planting.

CONDITION FOR FINDING: That landscaping be provided around two (2) additional sides of the trash and recycling enclosure, including within the adjacent parking lot island and next to the pedestrian gate access. Plant material must be a minimum of three (3) feet in height at the time of planting.

JF

**Planning Department**

231 NE Fifth Street • McMinnville, OR 97128

(503) 434-7311 Office • (503) 474-4955 Fax

www.ci.mcminnville.or.us**Office Use Only:**File No. 229-19Date Received 11/14/19Fee \$801.35Receipt No. 18Received by AS

Landscape Plan Review Application

Applicant InformationApplicant is: ☒ Property Owner ☐ Contract Buyer ☐ Option Holder ☐ Agent ☐ Other _____Applicant Name Premier Home Builders Inc Phone 503-472-7514Contact Name Dave Ryan Phone 503-437-2085
(If different than above)Address 1312 N.E. Hwy 99WCity, State, Zip McMinnville, OR 97128Contact Email dave.premier@gmail.com**Property Owner Information**Property Owner Name Same Phone _____
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Property Address 2730 N.E. Doran Drive (Tax Lot 01803)Assessor Map No. R4 410 - C - 01803 Total Site Area apx. 25,619 ☒

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation Com Zoning Designation C-3


Landscaping Information

1. Total Landscaped Area: 12,240 ☒
2. Percent Landscaped: aprox. 48%
3. Building Floor Area:
New Structure: 3,956 Existing Structure: NA Addition: NA
4. Architect Name C&D Landscape Co. Phone 503-864-3551
(Landscape Architect; Engineer; or Other Designer)
Contact Name Josh Kearns Phone _____
Address 16800 N.E. McDougall Rd.
City, State, Zip Dayton, OR 97114
Contact Email _____

In addition to this completed application, the applicant must provide the following:

- ☒ Two (2) copies of the proposed landscape plan containing the information listed in the information sheet and [Chapter 17.57 \(Landscaping\)](#) of the Zoning Ordinance.
- ☐ Payment of the applicable review fee, which can be found on the [Planning Department](#) web page.

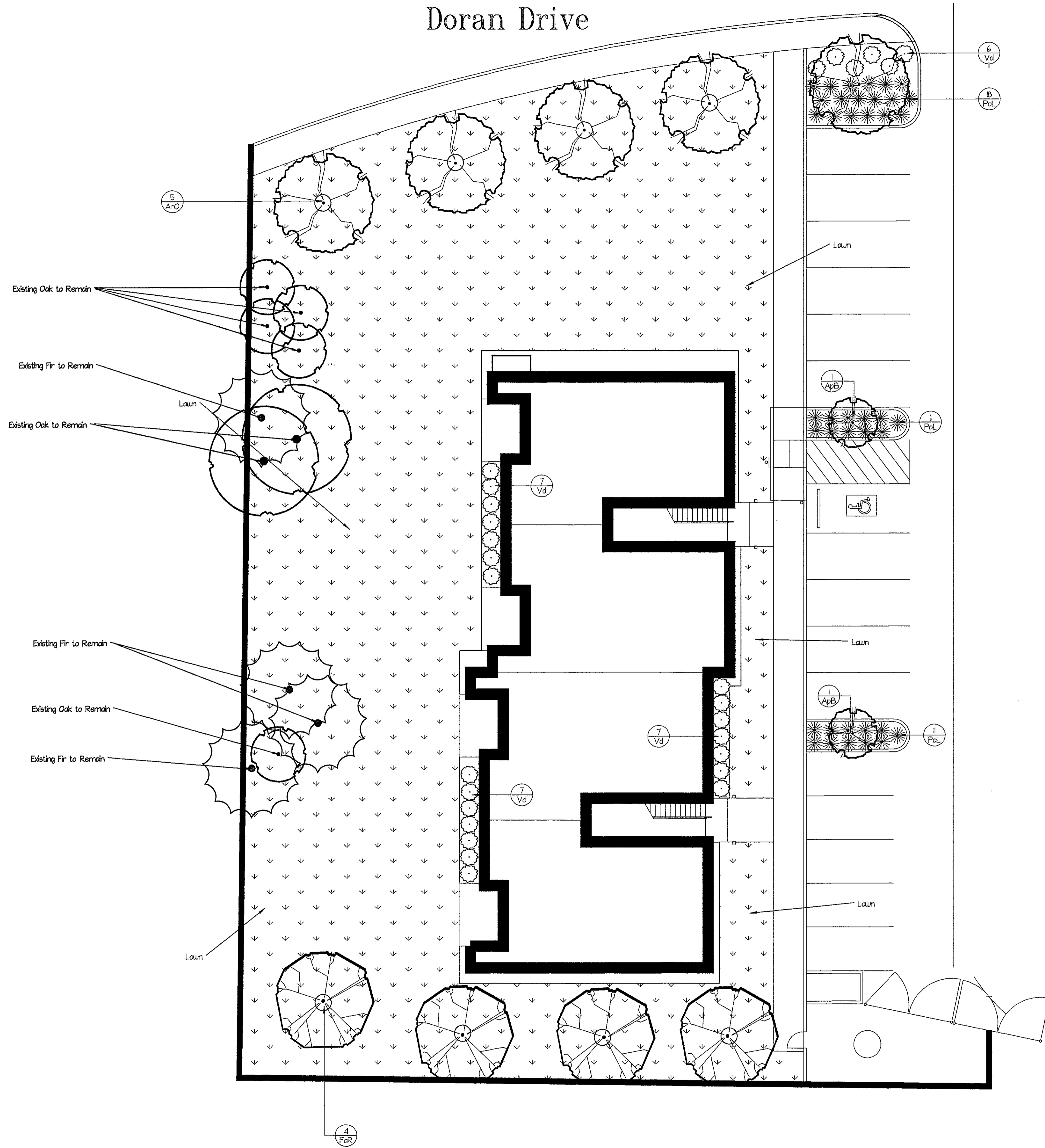
I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.


Applicant's Signature

11/14/19
Date


Property Owner's Signature (Authorized Agent)

11/14/19
Date



- * All lawn and shrub beds to receive a design build automatic irrigation system
- * All shrub beds and mow strips to receive 2" of Hemlock Bark Mulch

Key	Qty	Botanical Name	Common Name	Size/Condition
Trees				
ApB	2	Acer palmatum 'Bloodgood'	BLOODGOOD JAPANESE MAPLE	6-7'
ArO	5	Acer rubrum 'October Glory'	OCTOBER GLORY® RED MAPLE	2" Cal.
For	4	Fraxinus angustifolia 'Raywood'	RAYWOOD CLARET ASH	2" Cal.
Shrubs				
Vd	27	Viburnum davidi	DAVID VIBURNUM	3 gal.
Ornamental Grasses				
Pd	40	Pennisetum alopecuroides 'Little Bunny'	LITTLE BUNNY FOUNTAIN GRASS	1 gal.

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