



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

www.mcminnvilleoregon.gov

**Landscape Review Committee
ZOOM Online Meeting
September 2, 2020 - 12:00 PM**

*Please note that this meeting will be conducted via
ZOOM meeting software due to the COVID-19 event.*

Join ZOOM Meeting online via the following link:

<https://mcminnvilleoregon.zoom.us/j/94023836586?pwd=MXB3TzE3dFFkdDMxUkUzZTNOMkRZQT09>

Meeting ID: 940 2383 6586

Password: 237724

Or join ZOOM Meeting by phone via the following number: 1-669-900-9128

Committee Members	Agenda Items
Rob Stephenson Chair	1. Call to Order
	2. Citizen Comments
	3. Approval of Minutes
Sharon Gunter Vice-Chair	4. Action Items
	A. L 21-20 – Landscape Plan Review (Exhibit 1) 1755 SW Baker Street – Urgent Care Clinic
Josh Kearns	B. L 28-20 – Street Tree Removal (Exhibit 2) 2190 SW Alexandria Street
Tim McDaniel	5. Discussion Items
	6. Old/New Business
John Hall	7. Committee Member Comments
	8. Staff Comments
	9. 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 - STAFF REPORT

DATE: September 2, 2020
TO: Landscape Review Committee Members
FROM: Jamie Fleckenstein, Associate Planner
SUBJECT: Agenda Item 4A – Landscape Plan Review Application (L 21-20)

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:

This proceeding is a public meeting of the Landscape Review Committee to consider an application for a Landscape Plan Review (L 21-20) for new landscaping associated with the development of a new urgent care clinic at 1755 SW Baker Street (Tax Lot 300, Section 29BD, T. 4. S., R. 4 W., W.M.). The application is subject to a 30-day processing timeline. The application was deemed complete on August 14, 2020. Staff has reviewed the application for consistency with the applicable criteria, and recommends approval of the application, subject to the conditions specified in the attached Decision Document.

PROJECT DESCRIPTION:

The subject property is located at 1755 SW Baker Street (Highway 99W). The subject site is approximately 42,206 square feet and is currently undeveloped with no notable existing features present. The site and all adjacent property is zoned C-3 (General Commercial). North of the subject site is a veterinary clinic. West of the site is a bowling alley. South of the site is a professional office use. East of the subject site, across Highway 99W, is undeveloped land in agricultural use owned by Linfield University. **See Figure 1 (Vicinity Map) and Figure 2 (Zoning Map).**

The proposed site plan for the urgent care clinic features a single vehicular access from Highway 99W leading to an off-street parking lot located in the middle of the property with 31 spaces. South of the parking lot is the proposed urgent care clinic which is an approximately 4,100 square foot, single-story building. North of the parking lot, a stormwater detention basis is located along the SW Baker Street frontage. No structures are currently proposed north of the parking lot. The landscape plan addresses landscaping for the entire property, including the perimeters of the urgent care clinic and parking lot, and

Attachments:

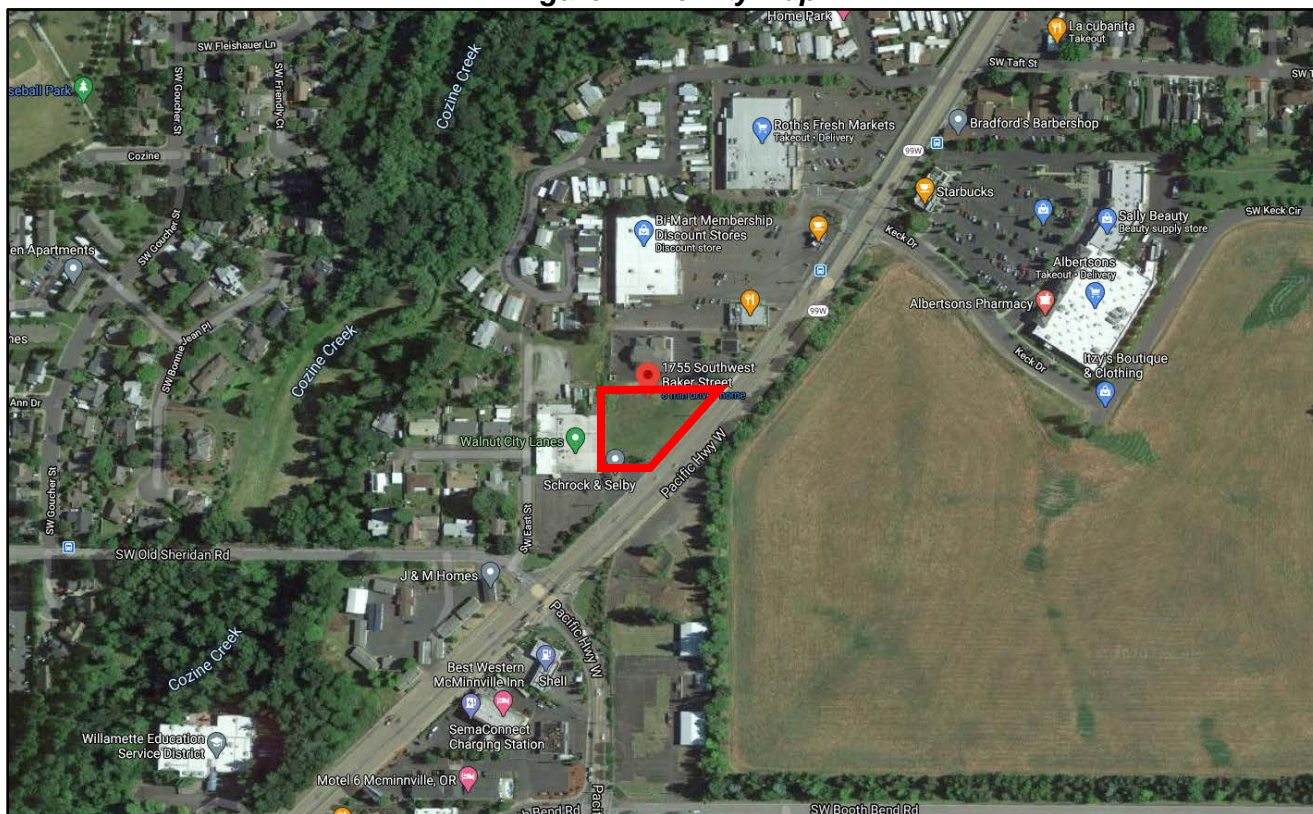
Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for an Urgent Care Clinic at 1755 SW Baker Street

Attachment B – Application Materials

the stormwater detention basin. **See Figure 3 (Landscape Plan), Figure 4 (Plant Schedule), and Figure 5 (Irrigation Plan).**

The landscape plan review application notes that a Minor Partition application for the subject property has been submitted to the Planning Department. The proposed partition would divide the property into two lots, with a new east/west property line created roughly through the middle of the parking lot and vehicle access. The proposed northern lot would be 0.573 acres and contain the northern half of the parking lot and stormwater detention basin. The proposed 0.396 acre southern lot would contain the southern half of the parking lot and the urgent care clinic. It is anticipated the northern portion of the site will develop with a separate use from the urgent care clinic.

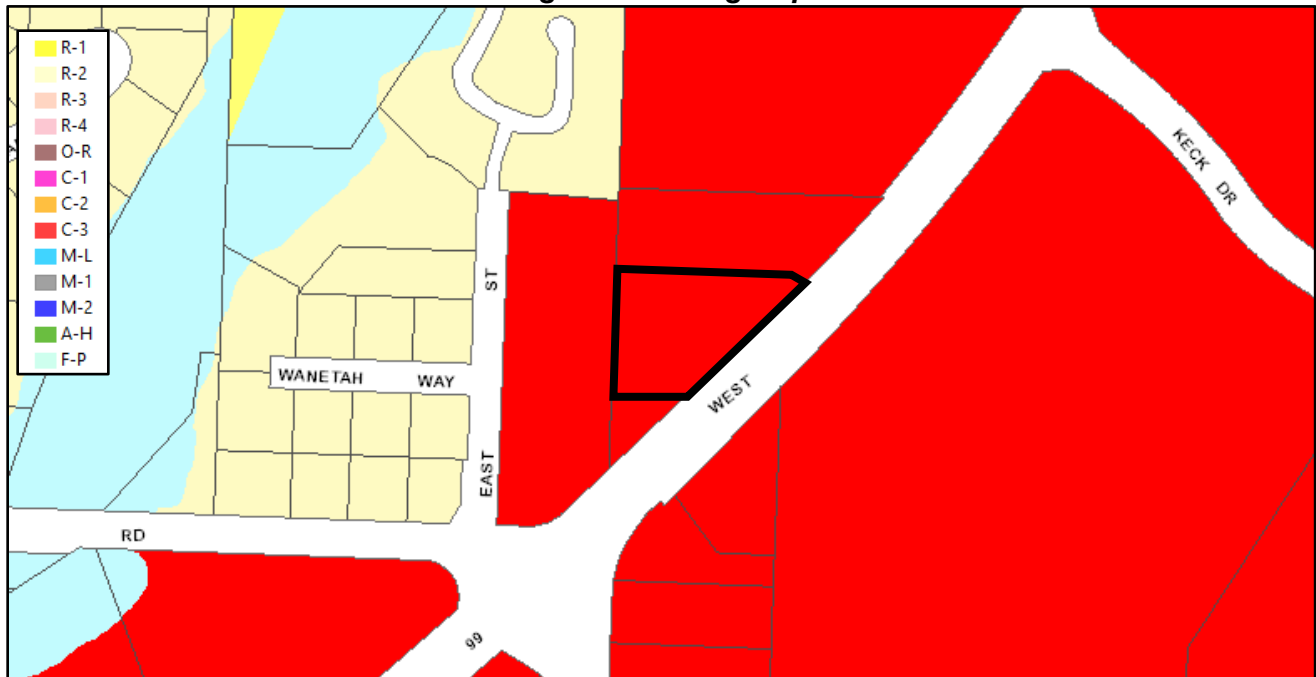
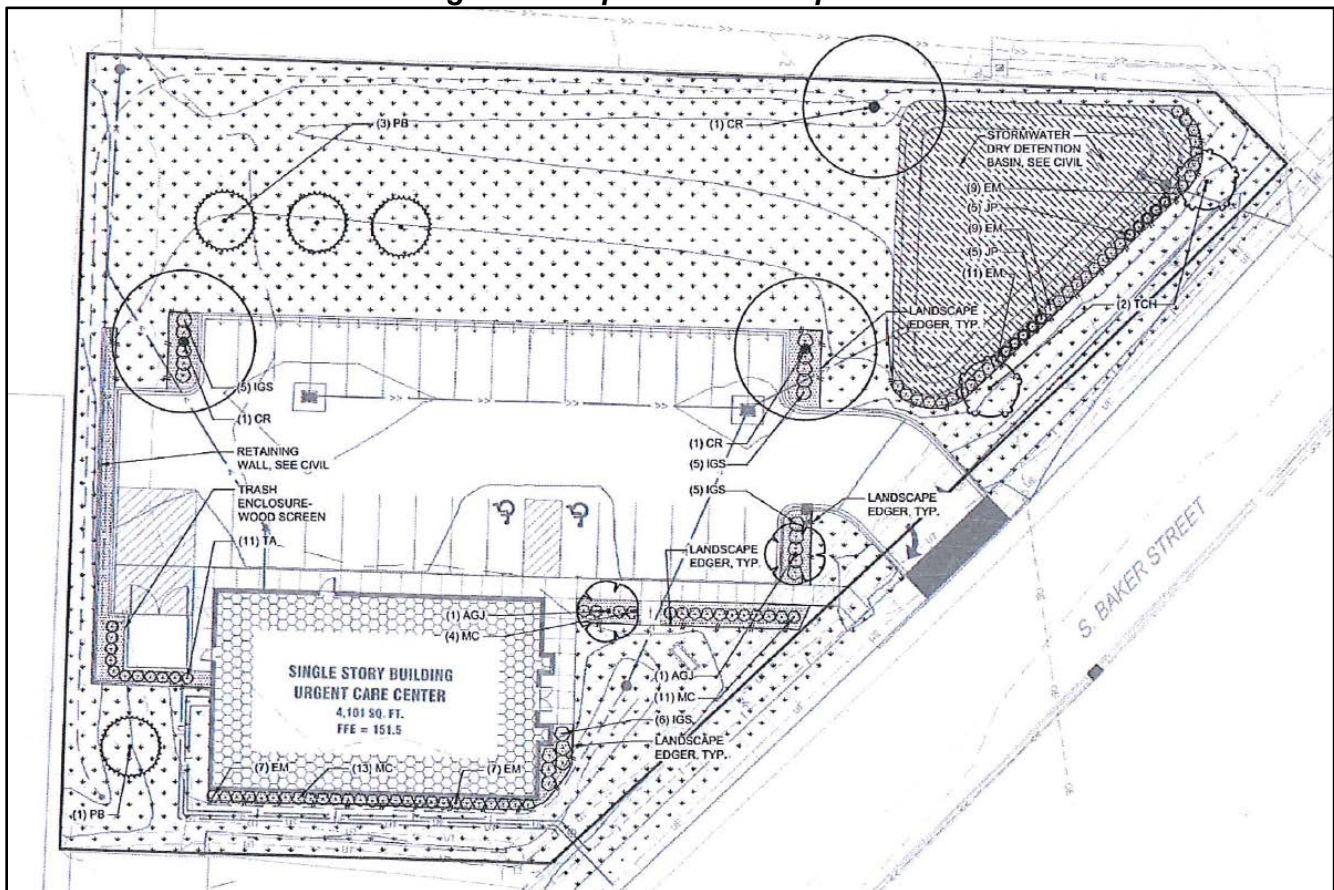
Figure 1: Vicinity Map



Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for an Urgent Care Clinic at 1755 SW Baker Street

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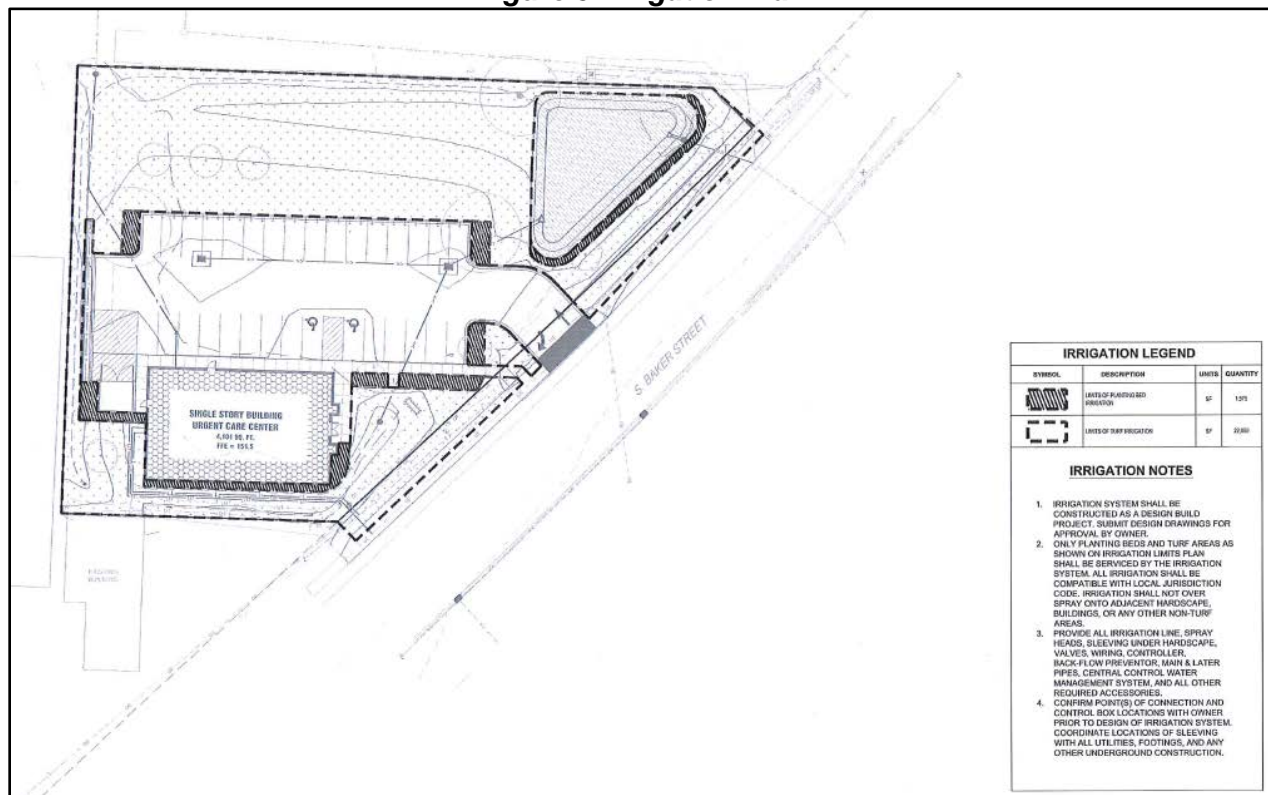
Figure 2: Zoning Map**Figure 3: Proposed Landscape Plan****Attachments:**

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for an Urgent Care Clinic at 1755 SW Baker Street

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Figure 4: Proposed Plant Schedule

PLANT SCHEDULE				
DECIDUOUS TREE	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT
AGJ	2	Fireburst Paperbark Maple / Acer griseum 'JFS KW8AGRI' TM	2" CAL	B & B
CR	3	Western Hackberry / Celtis reticulata	2" CAL	B & B
TCH	2	Summer Sprite Linden / Tilia cordata 'Halka'	2" CAL	B & B
EVERGREEN TREE	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT
PB	4	Colorado Blue Spruce / Picea pungens glauca	6' HT MIN	B & B
EVERGREEN SHRUBS	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT
IGS	21	Inkberry / Ilex glabra 'Shamrock'	2 GAL	CONT
MC	28	Compact Oregon Grape / Mahonia aquifolium 'Compacta'	2 GAL	CONT
TA	11	American Arborvitae Emerald / Thuja occidentalis 'Smaragd'	3 GAL	CONT
ORNAMENTAL GRASSES	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT
EM	43	Magellan Grass / Elymus magellanicus	1 GAL	CONT
JP	10	Grooved Rush / Juncus patens	1 GAL	CONT
ROCK MULCH	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT
	1,713 sf	ROCK MULCH TYPE 1 / SEE DETAILS	-	N/A
SEEDING	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT
	22,009 sf	SEED MIX- SEE NOTES / COMMERICAL TURF	SEED	N/A
	3,514 sf	SEED MIX- SEE NOTES / STORMWATER	SEED	N/A

Figure 5: Irrigation Plan**Attachments:**

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for an Urgent Care Clinic at 1755 SW Baker Street

Attachment B – Application Materials

STAFF REVIEW:

Decisions and/or recommendations for 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 is the decision document that provides the Findings of Fact and Conclusionary Findings for the land-use application. This document outlines 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

Landscaping in the C-3 (General Commercial) zone is subject to commercial standards and requirements outlined in McMinnville Municipal Code (MMC) Chapters 17.57-Landscaping.

Compliance with Review Factors

Below are tables summarizing the application's compliance with critical criteria and review factors. The Decision Document for the land-use application has the detailed analysis and findings for this compliance:

MMC 17.57.070(A)(2)

Project Type	Total Site Area (s.f.)	Landscape Provided (s.f.)	Percentage Provided	Percentage Required (Commercial)
Urgent Care Clinic	42,206	27,285	64.6%	7%

MMC 17.57.070(B)

Issue	Notes	Condition to Help Meet Criteria
Compatibility with the project and surrounding properties and uses	<ul style="list-style-type: none"> Landscaping concentrated in highly visible areas (Highway 99W frontage, southern portion of site) Trees appropriately sized for proximity to overhead wires No conflicts with proposed use Stormwater detention pond provides ecological function 	None
Screening the proposed use	<ul style="list-style-type: none"> Shade trees, evergreen trees, and evergreen shrubs strategically placed to provide screening and buffering of proposed structure and parking lot 	None
Retention of existing trees	<ul style="list-style-type: none"> No existing trees or natural areas on site 	None
Parking lot islands and planting	<ul style="list-style-type: none"> Parking lot planting proposed in 3 islands at corners of parking lot and at most visible edge Evergreen shrubs provide screening Small shade trees provide cooling 	None

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for an Urgent Care Clinic at 1755 SW Baker Street

Attachment B – Application Materials

Issue	Notes	Condition to Help Meet Criteria
	<ul style="list-style-type: none"> Additional planting islands not provided to accommodate future development 	
Use of suitable street trees	<ul style="list-style-type: none"> Street trees not required (No dedicated curbside planter strips) No prohibited trees within the parking area 	None
Irrigation system or water facilities	<ul style="list-style-type: none"> Irrigation plan provided in application, specifying design/build automatic irrigation system Planting beds/turf areas on separate zones 	None

Staff-Suggested Conditions of Approval

1. That the applicant shall install landscaping as shown on the landscape plans received by the Planning Department on August 26, 2020 and shall comply with required conditions of approval.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to any planting excavation to ensure that underground utilities are not damaged.
3. 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.
4. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.

COMMENTS:

Agency Comments

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 Public Works Department:

In reviewing the plans, it appears that the landscaping improvements are outside of the public right of way. As such, Public Works would have no comments.

- McMinnville Water and Light:

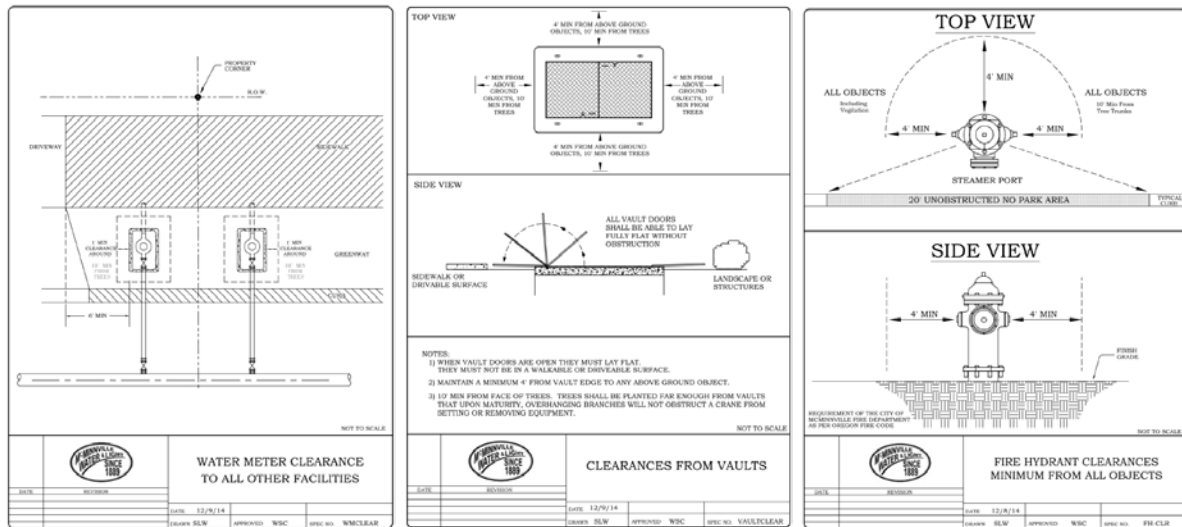
Water: Maintain clearances from existing and future water utilities on this parcel. See specs; WMCLEAR, FH-CLR & VAULTCLEAR. See attached.

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for an Urgent Care Clinic at 1755 SW Baker Street

Attachment B – Application Materials

Power: Utilities have not been designed for this location. Landscape may be in conflict with onsite utilities. Clearances from existing and future power facilities need to be maintained.



Public Comments

No public comments were received prior to the issuance of this report.

LANDSCAPE REVIEW COMMITTEE OPTIONS:

- 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 21-20 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 A Landscape Plan Review for an Urgent Care Clinic at 1755 SW Baker Street
- Attachment B – Application Materials



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DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN REVIEW FOR AN URGENT CARE CLINIC AT 1755 SW BAKER STREET

DOCKET: L 21-20 (Landscape Plan Review)

REQUEST: Approval of a Landscape Plan for a new urgent care clinic at 1755 SW Baker Street

LOCATION: 1755 SW Baker Street (Tax Lot 300, Section 29BD, T. 4. S., R. 4 W., W.M.)

ZONING: C-3 (General Commercial)

APPLICANT: Samantha Coponen, National Urgent Care Development LLC, on behalf of Michael A Wilson Trust, property owner

STAFF: Jamie Fleckenstein, PLA, Associate Planner

DATE DEEMED COMPLETE: August 14, 2020

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

DECISION DATE & LOCATION: September 2, 2020, Community Development Center, 231 NE 5th Street, McMinnville, Oregon, and Zoom Online Meeting ID 940 2383 6586.

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.

DECISION

Based on the findings and conclusionary findings, the Landscape Review Committee finds the applicable criteria are satisfied with conditions and recommends **APPROVAL** of the Landscape Plan (L 21-20) **subject to the conditions of approval provided in this document.**

DECISION: APPROVAL WITH CONDITIONS

Planning Staff: _____
 Jamie Fleckenstein, Associate Planner

Date: _____

Planning Department: _____
Heather Richards, Planning Director

Date: _____

Attachments :
Attachment 1 – Application and Attachments

I. APPLICATION SUMMARY:

Subject Property & Request

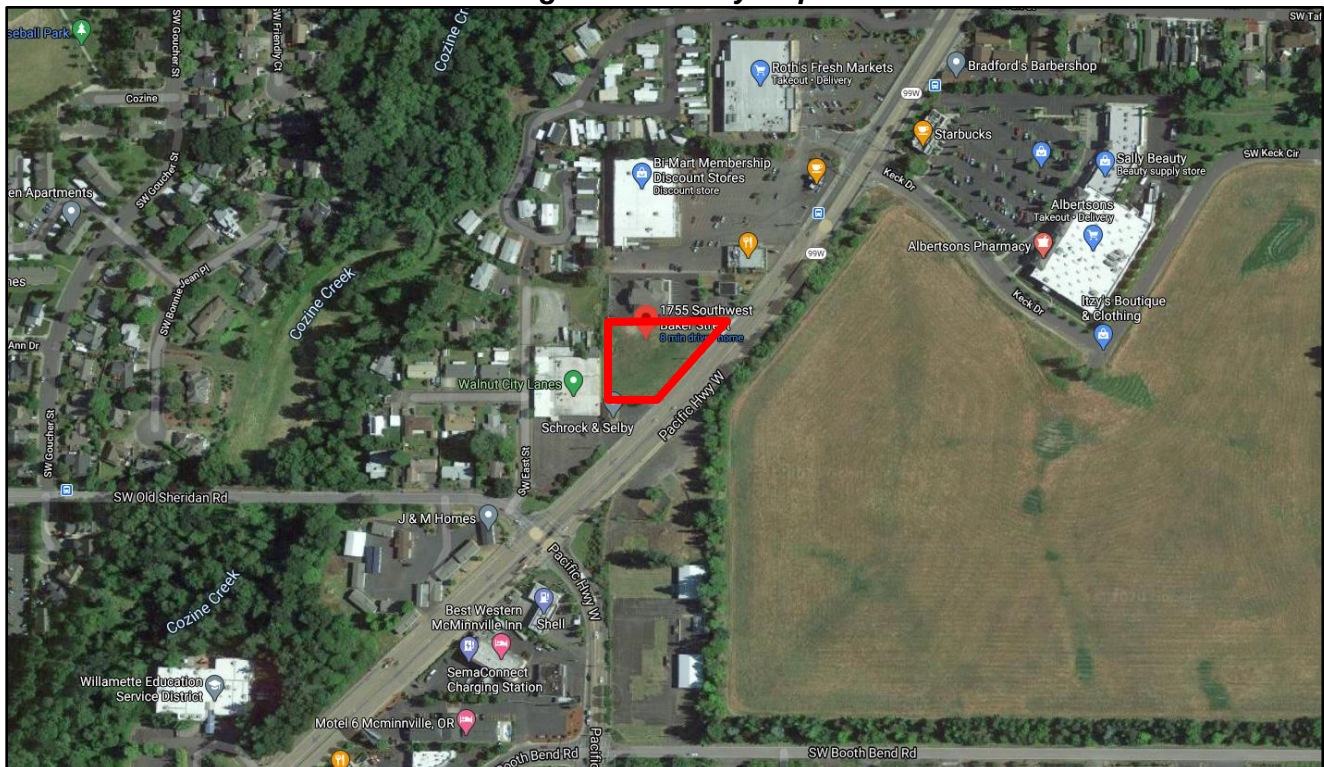
The applicant, Samantha Coponen, National Urgent Care Development LLC, on behalf of Michael A Wilson Trust, property owner, submitted a landscape plan review application (docket L 21-20) seeking approval of a landscape plan for the development of a new urgent care clinic at 1755 SW Baker Street.

The subject property is located at 1755 SW Baker Street, and is more specifically described as Tax Lot 300, Section 29BD, T. 4. S., R. 4 W., W.M. **See Figure 1 (Vicinity Map).** The property is zoned C-3 (General Commercial) **See Figure 2 (Zoning Map).** The subject site is approximately 42,206 square feet and is currently undeveloped with no notable features present. All adjacent property is zoned C-3 (General Commercial). North of the subject site is a veterinary clinic. West of the site is a bowling alley. South of the site is a professional office use. East of the subject site, across Highway 99W, is undeveloped land in agricultural use owned by Linfield University.

The proposed site plan for the urgent care clinic features a single vehicular access from Highway 99W leading to an off-street parking lot located in the middle of the property with 31 spaces. South of the parking lot is the proposed urgent care clinic which is an approximately 4,100 square foot, single-story building. North of the parking lot, a stormwater detention basin is located along the SW Baker Street frontage. No structures are proposed north of the parking lot. The landscape plan addresses landscaping for the entire property, including the perimeters of the urgent care clinic and parking lot, and the stormwater detention basin. **See Figure 3 (Landscape Plan) and Figure 4 (Plant Schedule).**

An application for a Minor Partition of the subject property has been submitted to the Planning Department. The proposed partition would divide the property into two lots, with a new east/west property line created roughly through the middle of the parking lot and vehicle access. The proposed northern lot would be 0.573 acres and contain the northern half of the parking lot and stormwater detention basin. The proposed 0.396 acre southern lot would contain the southern half of the parking lot and the urgent care clinic.

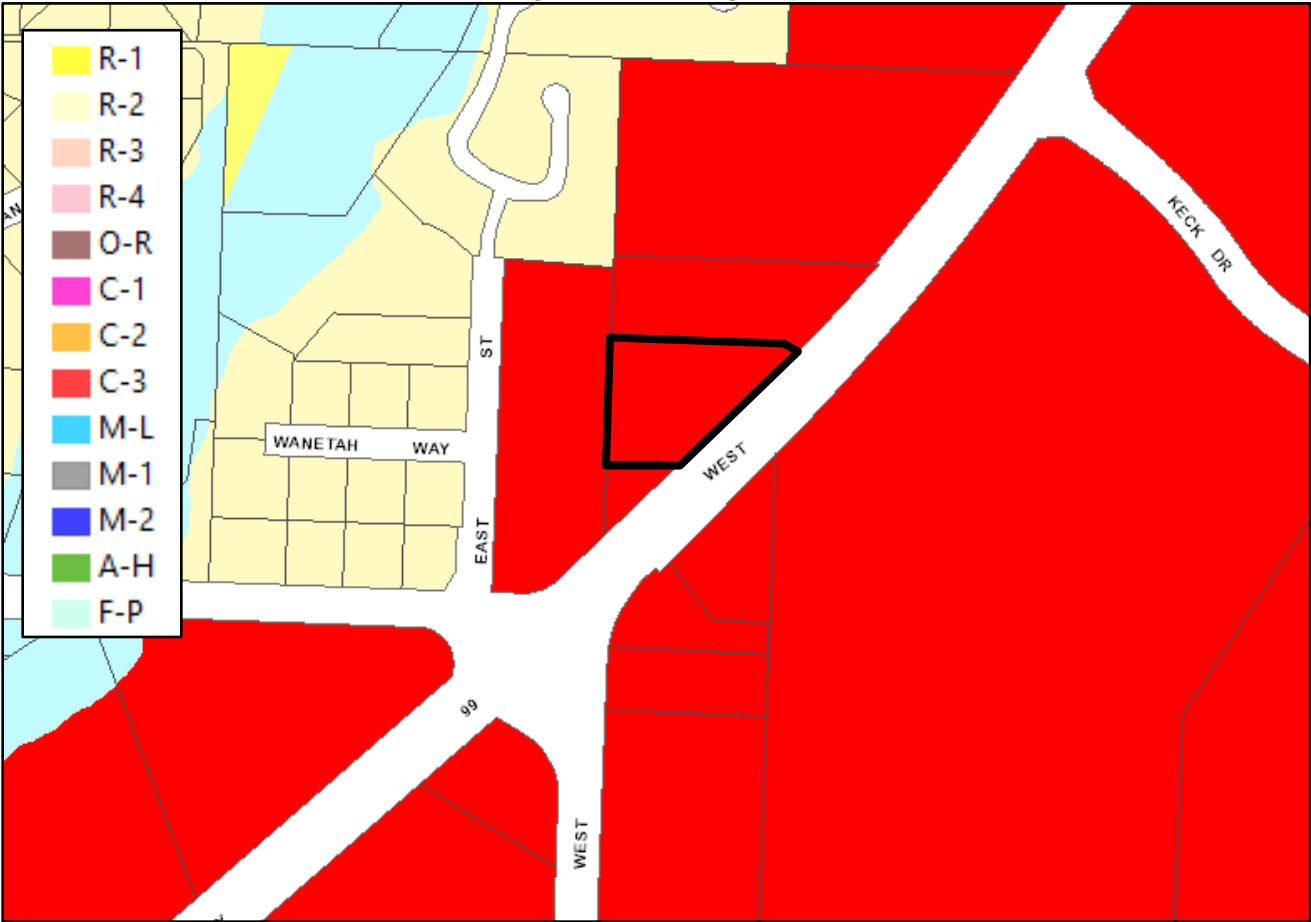
Figure 1: Vicinity Map



Attachments :

Attachment 1 – Application and Attachments

Figure 2: Zoning Map



Summary of Criteria & Issues

Decisions and/or recommendations for approval of the land use application is dependent upon whether or not the application meets 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.

The proposed development is on land zoned C-3 (General Commercial). McMinnville Municipal Code (MMC) Section 17.57.030 requires landscaping in the C-3 zone. Therefore landscaping is required subject to the criteria and standards described in MMC Chapter 17.57-Landscaping.

II. CONDITIONS:

1. That the applicant shall install landscaping as shown on the landscape plans received by the Planning Department on August 26, 2020 and shall comply with required conditions of approval.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to any planting excavation to ensure that underground utilities are not damaged.
3. 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.
4. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.

III. ATTACHMENTS:

1. L 21-20 Application and Attachments (on file with the Planning Department)

IV. COMMENTS:**Agency Comments**

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:

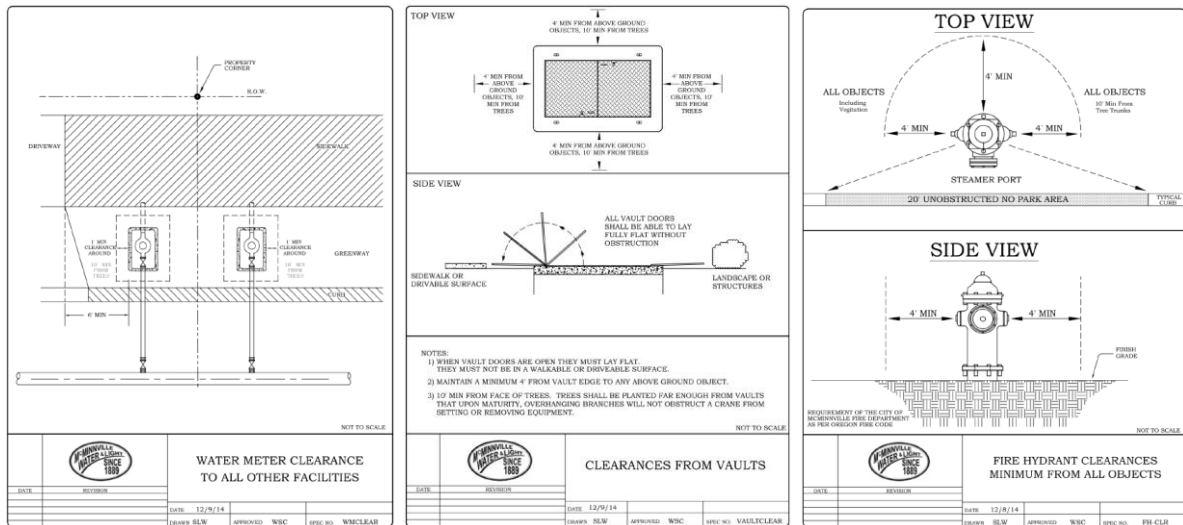
- McMinnville Public Works Department:

In reviewing the plans, it appears that the landscaping improvements are outside of the public right of way. As such, Public Works would have no comments.

- McMinnville Water and Light:

Water: Maintain clearances from existing and future water utilities on this parcel. See specs; WMCLEAR, FH-CLR & VAULTCLEAR. See attached.

Power: Utilities have not been designed for this location. Landscape may be in conflict with onsite utilities. Clearances from existing and future power facilities need to be maintained.



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.

V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. The applicant, Samantha Coponen of national Urgent Care Development LLC, on behalf of Michael A Wilson Trust, property owner, submitted a landscape plan review application on June 29, 2020.
2. The application was deemed incomplete on July 22, 2020.
3. Revised application materials were submitted on August 4, 2020. The application was deemed complete on August 14, 2020.
4. The application is subject to a 30 day review timeframe, which expires September, 13, 2020.
5. 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.
6. 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.
7. Additional revised application materials were submitted on August 26, 2020.
8. A public meeting was held by the Landscape Review Committee on September 2, 2020 to review the application and proposed landscape plan.

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** 1755 SW Baker Street (Tax Lot 300, Section 29BD, T. 4 S., R. 4 W., W.M.)

Attachments:

Attachment 1 – Application and Attachments

2. **Size:** 42,206 square feet
3. **Comprehensive Plan Map Designation:** Commercial
4. **Zoning:** C-3 (General Commercial)
5. **Overlay Zones/Special Districts:** None
6. **Current Use:** Vacant
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** None
 - b. **Other:** None
8. **Other Features:** None.
9. **Utilities:**
 - a. **Water:** Water service is available to the subject site.
 - b. **Electric:** Power service is available to the subject site. Overhead power is present along the north side of Baker Street (Highway 99W) adjacent to the site.
 - c. **Sewer:** Sanitary sewer service is available to the subject site.
 - 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. Overhead communication is present along the north side of Baker Street (Highway 99W) adjacent to the site.
10. **Transportation:** Baker Street (Highway 99W) is identified as a Major Arterial in the 2010 McMinnville Transportation System Plan (TSP). A curb-tight sidewalk is present along the property frontage, with no planter strip.

VII. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable planning factors for a Landscape Plan Review are specified in Section 17.57.070 of the Zoning Ordinance. The applicable standards for Street Trees are specified in Section 17.58.090 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:

Attachments:

Attachment 1 – Application and Attachments

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.

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. The City recognizes the value of landscaping in achieving the following objectives:

- A. Provide guidelines and standards that will:
 1. Reduce soil erosion and the volume and rate of discharge of storm water runoff.
 2. Aid in energy conservation by shading structures from energy losses caused by weather and wind.
 3. Mitigate the loss of natural resources.
 4. Provide parking lot landscaping to reduce the harmful effects of heat, noise and glare associated with motor vehicle use.
 5. Create safe, attractively landscaped areas adjacent to public streets.
 6. Require the planting of street trees along the City's rights-of-way.
 7. Provide visual screens and buffers that mitigate the impact of conflicting land uses to preserve the appearance, character and value of existing neighborhoods.
 8. Provide shade, and seasonal color.
 9. Reduce glare, noise and heat.
- B. Promote compatibility between land uses by reducing the visual noise and lighting impacts of specific developments on users of the site and abutting properties.
- C. Unify development and enhance and define public and private places.
- D. Preserve existing mature trees.
- E. Enhance the urban forest and tree canopy.
- F. Encourage the use of plants native to the Willamette Valley to the maximum extent feasible, in order to reduce watering requirements and agricultural chemical applications, and to provide a sense of regional identity with plant communities unique to the area.
- G. Establish and enhance a pleasant visual character and structure to the built environment that is sensitive to safety and aesthetic issues.
- H. Support McMinnville as a community that cares about its appearance.

Attachments :

Attachment 1 – Application and Attachments

It is further recognized that landscaping increases property values, attracts potential residents and businesses to McMinnville, and creates safer, more pleasant living and working environments for all residents and visitors to the city.

The guidelines and standards contained in this chapter serve to help McMinnville realize the objectives noted above. These guidelines and standards are intended as minimum standards for landscape treatment. Owners and developers are encouraged to exceed these in seeking more creative solutions both for the enhanced value of their land and for the collective health and enjoyment of all citizens of McMinnville. The landscaping provisions in Section 17.57.070 are in addition to all other provisions of the zoning ordinance which relate to property boundaries, dimensions, setback, vehicle access points, parking provisions and traffic patterns. The landscaping objectives shall also seek to accomplish the purposes set forth in Section 17.03.020.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The landscape plan will enhance the appearance of the city and will benefit the economic, ecological, and aesthetic environment of the city. Conditions of approval have been included in the findings described in further detail below to ensure that the proposed planting meets necessary City standards and criteria, which will result in a pleasant visual character and structure to the built environment that is sensitive to safety and aesthetic issues.

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

- A. R-4 (Multiple-Family Residential zone, except the construction of a Single-Family or Two Family Residential unit);
- B. C-1 (Neighborhood Business zone);
- C. C-2 (Travel Commercial zone);
- D. C-3 (General Commercial zone);
- E. O-R (Office/Residential zone);
- F. M-L (Limited Light Industrial zone);
- G. M-1 (Light Industrial zone);
- H. M-2 (General Industrial zone).

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The proposed development within the C-3 (General Commercial) zone, therefore landscaping is required subject to landscaping requirements of commercial uses and the criteria and standards described in Chapter 17.57 – Landscaping.

17.57.070 Area Determination – Planning Factors.

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

- 2. Commercial, at least seven percent of the gross area. This may be reduced to not less than five 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: Additionally, the landscaped square footage was originally 27,255 sq. ft. and now we are showing 27,285 sq. ft. We have added 30 sq. ft. of landscaped square footage.

FINDING: SATISFIED. Staff concurs with the applicant's finding, and notes that the revised landscape plan application indicates the following Percent Landscaped for the proposed utility substation expansion:

	Total Site Area (s.f.)	Landscape Provided (s.f.)	Percentage
Substation Expansion	42,206	27,285	64.6%

The proposed landscaping are of 64.6 percent exceeds the seven percent minimum landscaping requirement for commercial development. Therefore this standard is met.

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:

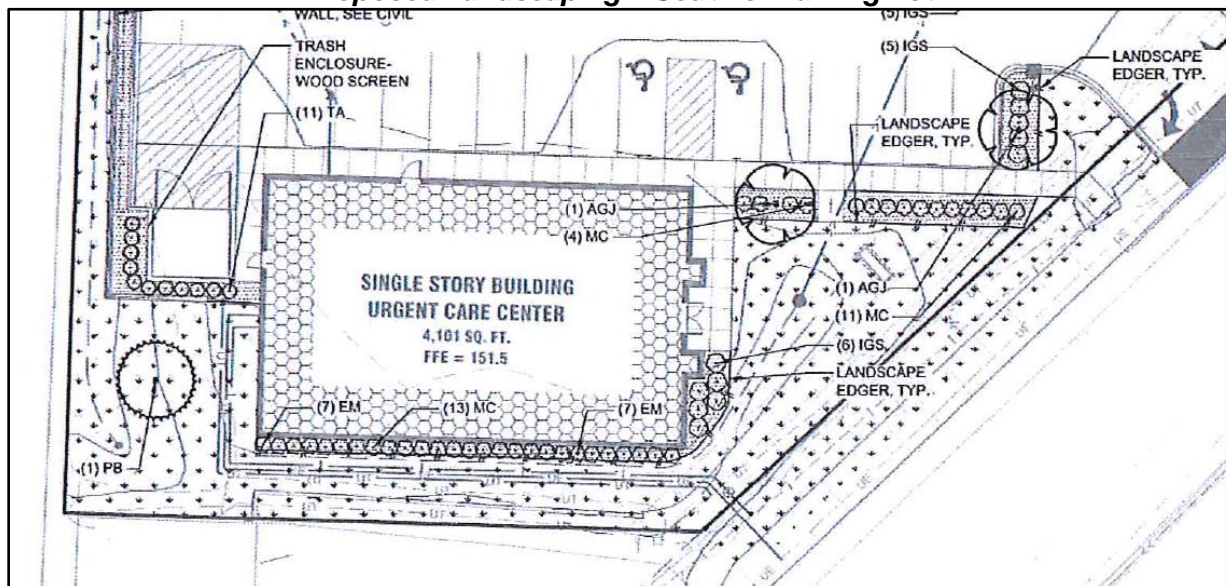
17.57.070(B)(1). Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

APPLICANT'S RESPONSE: Additional landscaping has been added to increase the aesthetic and create a stronger gateway.

FINDING: SATISFIED. The proposed site plan for the urgent care clinic features a single vehicular access from Highway 99W leading to an off-street parking lot located in the middle of the property with 31 spaces. South of the parking lot is the proposed urgent care clinic which is an approximately 4,100 square foot, single-story building. North of the parking lot, a stormwater detention basis is located along the SW Baker Street frontage. No structures are proposed north of the parking lot. The landscape plan addresses landscaping for the entire property, including the perimeters of the urgent care clinic and parking lot, and the stormwater detention basin.

All adjacent property is zoned C-3 (General Commercial). North of the subject site is a veterinary clinic. West of the site is a bowling alley. South of the site is a professional office use. East of the subject site, across Highway 99W, is undeveloped land in agricultural use owned by Linfield University. South of the Linfield property is gateway signage and landscaping at a primary entrance into the city near the junction of Highway 99W and Highway 18.

Proposed Landscaping – South of Parking Lot



Attachments :

Attachment 1 – Application and Attachments

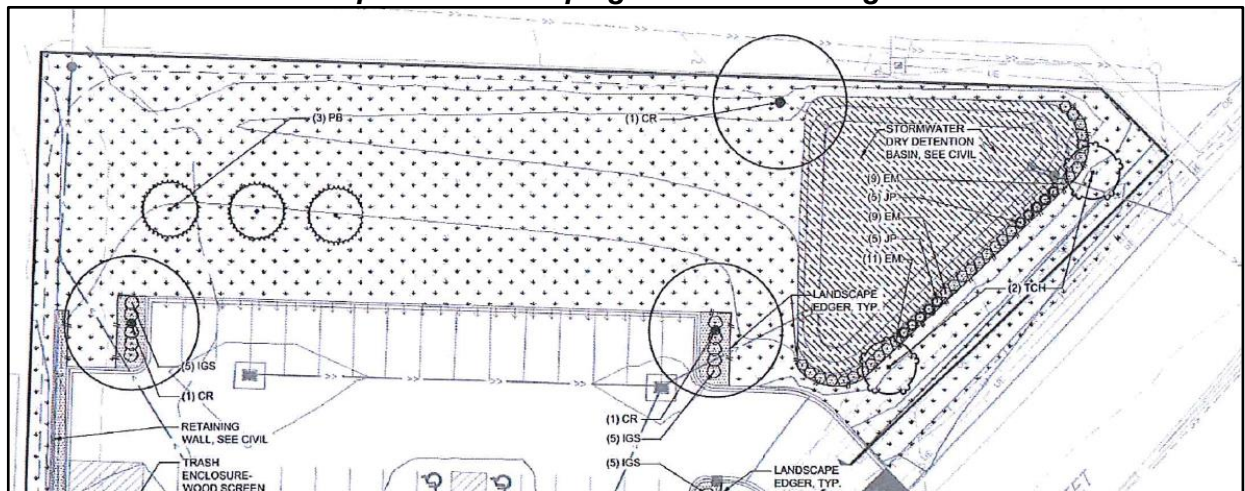
On the southern portion of the subject site, landscaping is provided around the perimeter of the proposed urgent care clinic and around the perimeter of the parking lot. On the south and east sides of the building, which are highly visible from the Baker Street right-of-way, foundation plantings include the evergreen shrubs *Ilex glabra* 'Shamrock' (Shamrock Inkberry) and the native *Mahonia aquifolium* 'Compacta' (Compact Oregon Grape) in combination with the ornamental grass *Elymus magellanicus* (Magellan Grass). Shamrock Inkberry grows to five (5) feet tall and wide, and Compact Oregon Grape grows to three (3) feet tall and wide. Magellan Grass is a lower growing grass known for its blue foliage and can be persistent in mild climates. The applicant has noted that planting on the south side of the building is limited to foundation shrubs because of the amount of utilities in the area.

Use of evergreen plantings continue around the southeastern corner of the parking lot, where additional Compact Oregon Grape and Shamrock Inkberry are proposed. Two (2) *Acer griseum* 'JFS KW8AGRI' (Fireburst Paperbark Maple) are also proposed adjacent to the southeast corner of the parking lot. The evergreen shrubs will provide screening and buffering of the parking lot. The Fireburst Paperbark Maples, deciduous trees that will reach approximately 25 feet tall and 18 feet wide will provide shade to the parking area. Fireburst Paperbark Maples are identified as appropriate for planting under wires on the McMinnville Street Tree List. Overhead power and communications run along the property frontage along the north side of Baker Street, and the selection of a small tree appropriate for under overhead wires will help reduce and avoid future conflict with the utilities.

A trash enclosure is located near the southwest corner of the parking area, and has an evergreen hedge of *Thuja occidentalis* 'Smaragd' (Emerald Arborvitae) on the south and west sides for screening. Additionally, an evergreen *Picea pungens glauca* (Colorado Blue Spruce) tree is proposed in the southwest corner of the property to provide additional screening and buffering of the adjacent properties and structures.

The remaining land is proposed to be planted with turf.

Proposed Landscaping – North of Parking Lot



On the northern portion of the subject property, landscaping is proposed to help achieve several goals stated by the applicant. Landscaping around the parking lot will help provide screening and shade. A stormwater detention basin in the northeast corner of the property will provide stormwater collection and ecological functions, and planting along the frontage will help provide an aesthetic appearance appropriate for a property near a major gateway to McMinnville. The landscaping on the northern half of the site is oriented to accommodate future development in that space. The application indicates that the site is undergoing application for partitioning with the intention of additional future development.

Attachments :

Attachment 1 – Application and Attachments

Use of evergreen shrubs and deciduous trees continues in the northeast and northwest corners of the parking lot. In each planting area, Shamrock Inkberry is proposed, along with *Celtis reticulata* (Western Hackberry) tree, a native deciduous tree that grows to approximately 25 feet tall and wide. Just north of the parking lot are three (3) evergreen Colorado Blue Spruce trees to provide further screening from the adjacent properties to the north and west. East of the Spruce trees is the anticipated location of a future building, and landscaping has not been proposed in the area to accommodate that development.

The landscape plan details a proposed seed mix for the stormwater detention basin located north of the driveway near the Highway 99W right-of-way:

20. STORMWATER SEED MIX TO CONSIST OF 90% PLS (PURE LIVE SEED) AND CONSIST OF THE FOLLOWING:

- HORDEUM BRACHYANTHERUM (MEADOW BARLEY) = 25%
- DANTHONIA CALIFORNICA (CALIFORNIA OAT-GRASS) = 15%
- ELYMUS GLAUCUS (BLUE WILD RYE) = 10%
- BROMUS CARINATUS (CALIFORNIA BROME) = 10%
- FESTUCA ROMERII (ROEMER'S FESCUE) = 10%
- DESCHAMPسيا CESPITOSA (TUFTED HAIRGRASS) = 10%
- AGROSTIS EXARATA (SPIKE BENTGRASS) = 10%
- ALOPECURUS GENICULATUS (WATER FOXTAIL) = 5%
- DESCHAMPسيا ELONGATA (SLENDER HAIRGRASS) = 5%

The seed mix is a variety of native grass varieties suited for the occasionally wet conditions of the drainage basin. The grasses vary in size from small clumps to large tufts that would be visible from the nearby right-of-way. At the northwest corner of the detention basin is a Western Hackberry tree. Between the detention basin and the public right-of-way is a planting area with alternating groupings of the ornamental grasses *Juncus patens* (Grooved Rush) and Magellan Grass. This will help provide an ornamental transition from the aesthetic of the detention basin in a highly visible location. Two (2) deciduous *Tilia cordata* 'Halka' (Summer Sprite Linden) trees are proposed between the detention basin and right-of-way, adjacent to the overhead utilities. Summer Sprite Lindens are found on the McMinnville Street Tree List and are recommended for planting under wires as they grow to approximately 20 feet tall and 15 feet wide.

Overall the characteristics of the proposed landscaping is compatible with the project and the adjacent surrounding properties. Planting is focused around highly visible locations and will help create an aesthetically pleasing appearance at a major gateway to McMinnville. The mix of evergreen shrubs and ornamental grasses will provide screening and buffering of uses on the site. Trees are appropriately sized and spaced to avoid conflicts with overhead wires and will help provide shade and screening to the parking lot. Planting within the stormwater detention basin is appropriate for the function, and provides an ecological aesthetic. Overall, staff finds the landscape plan is compatible with the proposed project and surrounding properties and uses.

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: Additional landscaping has been added to help screen the property and improve the aesthetic consistent with adjacent properties.

FINDING: SATISFIED. The proposed use is screened from neighboring properties and uses by a combination of deciduous shade trees, evergreen trees, and evergreen shrubs. The shade trees around the perimeter of the parking lot site are small trees, selected to provide screening and interest, and to avoid conflict with overhead utility lines. Evergreen shrubs ranging in height from three (3) to five (5) feet tall will help screen and buffer the parking lot from right-of-way and

Attachments :

Attachment 1 – Application and Attachments

adjacent properties. Evergreen trees provide screening of the uses from the adjacent properties to the north and west.

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. No existing trees or significant natural areas are present on the site to be incorporated into the development of the project. Therefore, this review factor is not applicable.

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

APPLICANT'S RESPONSE: Additional trees and shrubs have been added and the landscape islands are located on the four corners of the parking lot. The site is undergoing a lot split for a future use to the north and to maximize parking for a new use additional landscape islands were not proposed beyond the four islands currently proposed.

FINDING: SATISFIED. Planting consisting of evergreen shrubs and deciduous shade trees is proposed at three corners of the parking lot and along the edge of the parking area most visible from the public right-of-way. The proposed planting would provide screening and buffering of the parking area from adjacent properties, and would provide shade and cooling to the parking lot surface. The applicant has noted that additional landscape islands interior to the parking aisles were not proposed to accommodate future development on the northern portion of the parcel. The applicant further noted that the proposed parking lot landscaping is commensurate with parking lot landscaping provided at surrounding and nearby uses and properties.

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.

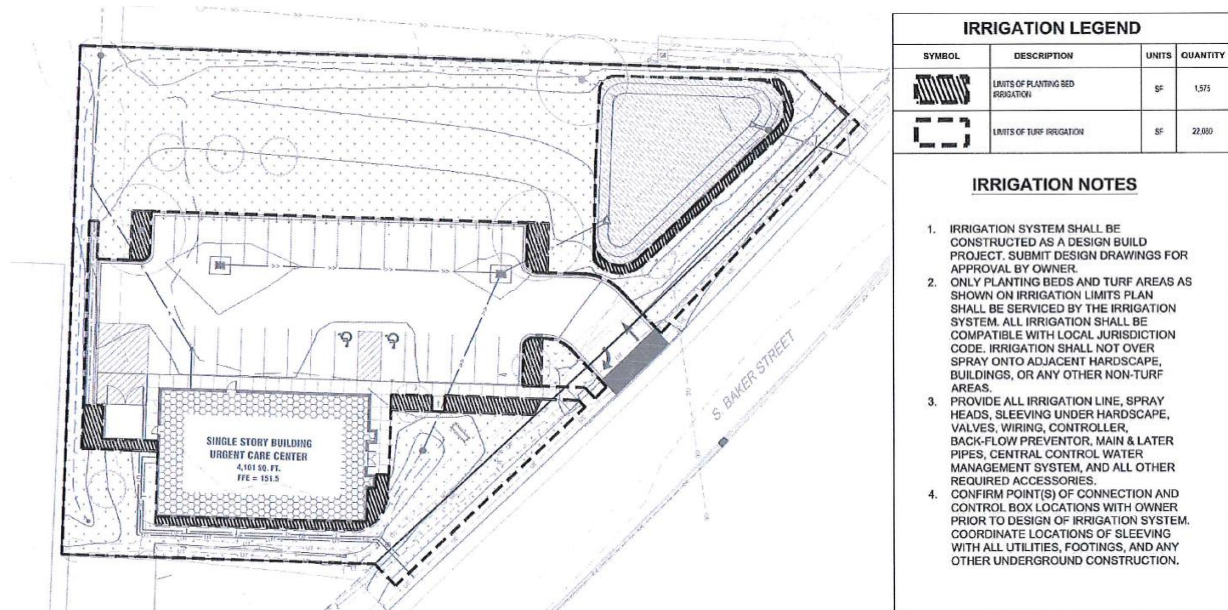
APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The proposed development is the development of an urgent care clinic, and as described in more detail in findings for Chapter 17.58 Trees, street trees are not required because there are currently no curbside planter strips adjacent to the property. No prohibited tree is proposed in the parking area.

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

APPLICANT'S RESPONSE: An automatic irrigation system to water all landscaping is proposed.

FINDING: SATISFIED. The landscape plan application includes an irrigation plan (see below), specifying a design/build automatic irrigation system. Planting beds and turf areas would be on separate zones, as indicated on the plan. The stormwater detention basin would not be irrigated.



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 OF APPROVAL #4. A condition of approval is included to 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.

CONDITION FOR FINDING: That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Chapter 17.58. Trees

17.58.080 Street Tree Planting—When Required. All new multi-family development, commercial or industrial development, subdivisions, partitions, or parking lots fronting on a public roadway which has a designated curb-side planting strip or planting island shall be required to plant street trees in accordance with the standards listed in Section 17.58.090.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The proposed development is a new urgent care clinic on commercially zoned land. Public improvements within the adjacent Highway 99W right-of-way do not include a designated curbside planting strip. Sidewalks adjacent to the site are curb-tight. Therefore, street trees are not required in the right-of-way adjacent to the site.

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.

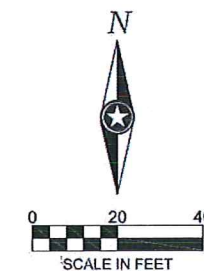
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Attachment 1 – Application and Attachments

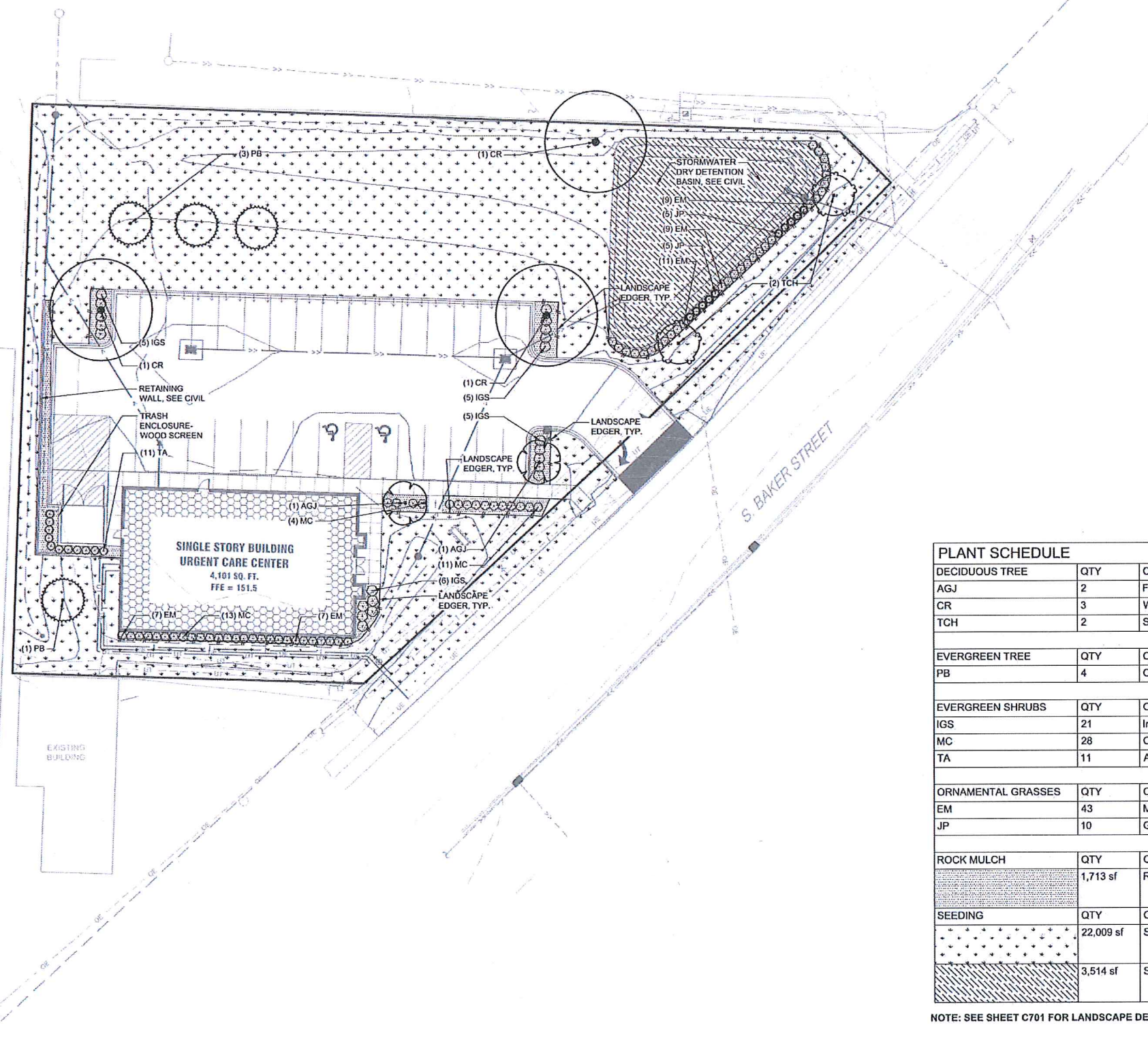
FINDING: SATISFIED. The trash and recycling enclosure is located on the west side of the proposed building. It is screened from view of the right-of-way to the south by the existing structure on the adjacent lot to the south. The north side of the enclosure, where the vehicular access gates are located, is visible from the Baker Street (Highway 99W) right-of-way. Landscaping is provided on the south and west sides of the enclosure, and a walkway separate the east side of the enclosure from the urgent care clinic structure, effectively screening it from the right-of-way. *Thuja occidentalis* 'Smaragd' (Emerald Arborvitae) is proposed as a hedge along the south and west sides. Landscaping may include walkways when sufficient planting is provided in the landscape area. Therefore, landscaping is provided on three sides of the trash enclosure, and the standard is met.

JF

Revised 8/26/20



EIGHT



TEMPORARY EROSION CONTROL & STABILIZATION NOTE

TEMPORARY STABILIZATION MEASURES, INCLUDING SEDIMENT CONTROL FENCE, INLET PROTECTION, ETC. MUST BE MAINTAINED UNTIL FINAL SEEDING AND STABILIZATION MEASURES ARE IN PLACE AND APPROVED BY THE OWNER'S REPRESENTATIVE.

RESTORATION NOTE:

ALL PVIOUS AREAS DISTURBED BY UTILITY INSTALLATION AND CONSTRUCTION SHALL BE RESTORED PER PLANS AND SPECIFICATIONS.

LANDSCAPE CODE:

GROSS LOT AREA: 42,206 SF
LANDSCAPE AREA REQUIRED: 7%
LANDSCAPE AREA PROVIDED: 64.6% (27,285 SF)

PLANT SCHEDULE

DECIDUOUS TREE	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT
AGJ	2	Fireburst Paperbark Maple / <i>Acer griseum</i> 'JFS KW8AGRI' TM	2" CAL	B & B
CR	3	Western Hackberry / <i>Celtis reticulata</i>	2" CAL	B & B
TCH	2	Summer Sprite Linden / <i>Tilia cordata</i> 'Halka'	2" CAL	B & B
EVERGREEN TREE	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT
PB	4	Colorado Blue Spruce / <i>Picea pungens glauca</i>	6" HT MIN	B & B
EVERGREEN SHRUBS	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT
IGS	21	Inkberry / <i>Ilex glabra</i> 'Shamrock'	2 GAL	CONT
MC	28	Compact Oregon Grape / <i>Mahonia aquifolium</i> 'Compacta'	2 GAL	CONT
TA	11	American Arborvitae Emerald / <i>Thuja occidentalis</i> 'Smaragd'	3 GAL	CONT
ORNAMENTAL GRASSES	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT
EM	43	Magellan Grass / <i>Elymus magellanicus</i>	1 GAL	CONT
JP	10	Grooved Rush / <i>Juncus patens</i>	1 GAL	CONT
ROCK MULCH	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT
	1,713 sf	ROCK MULCH TYPE 1 / SEE DETAILS	-	N/A
SEEDING	QTY	COMMON / BOTANICAL NAME	SIZE	ROOT
	22,009 sf	SEED MIX- SEE NOTES / COMMERICAL TURF	SEED	N/A
	3,514 sf	SEED MIX- SEE NOTES / STORMWATER	SEED	N/A

NOTE: SEE SHEET C701 FOR LANDSCAPE DETAILS AND NOTES

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PROJECT

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MCMINNVILLE OREGON

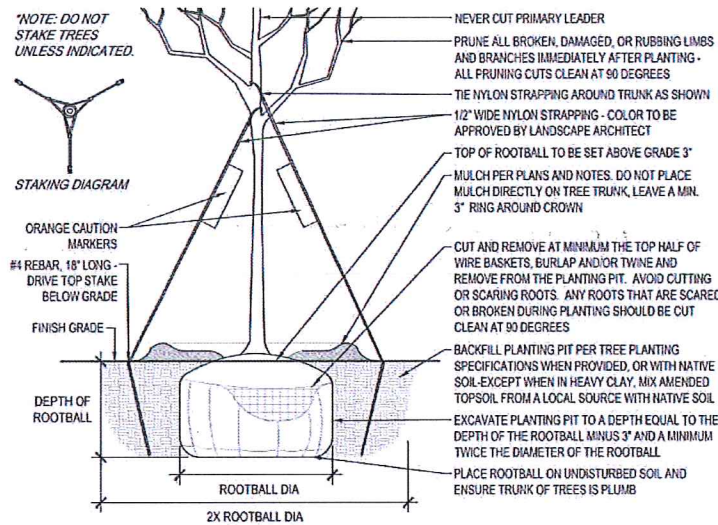
ISSUE SCHEDULE		
DATE	DESCRIPTION	BY
05/12/20	CLIENT REVIEW	ARA
05/17/20	CITY PROGRESS SET	ARA
08/04/20	BUILDING PERMIT SET	ARA
REVISION SCHEDULE		
DATE	DESCRIPTION	BY
07/30/20	REVISION #1	ARA

PROJECT NO.	19-23672
FILE NAME	23672 CS-LANDSCAPE
DRAWN BY	-
DESIGNED BY	-
REVIEWED BY	-

SITE RESTORATION & PLANTING PLAN

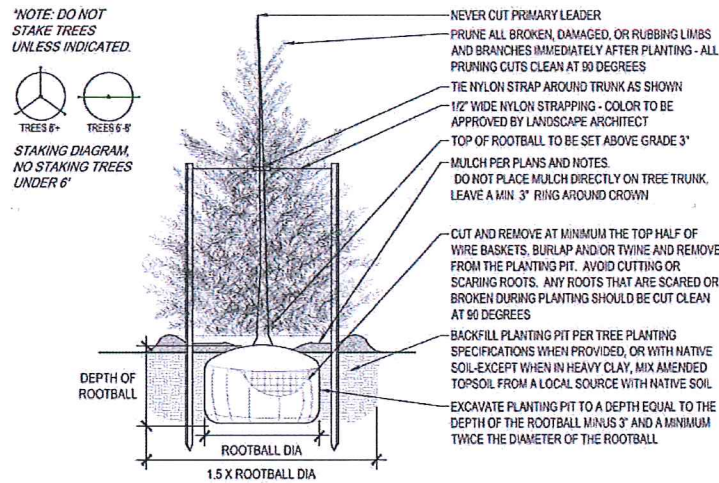
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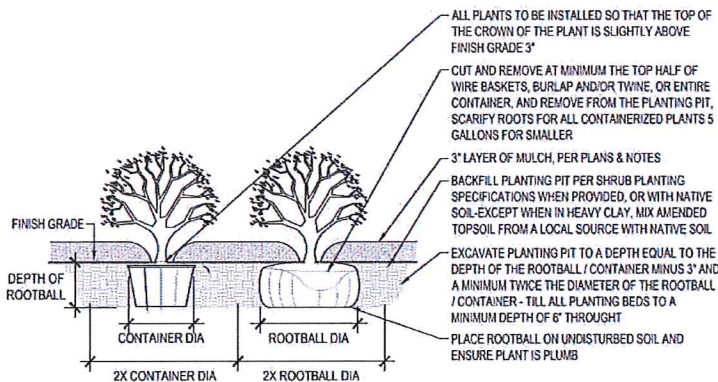
DECIDUOUS TREE PLANTING DETAIL

SCALE: 1" = 1'-0"



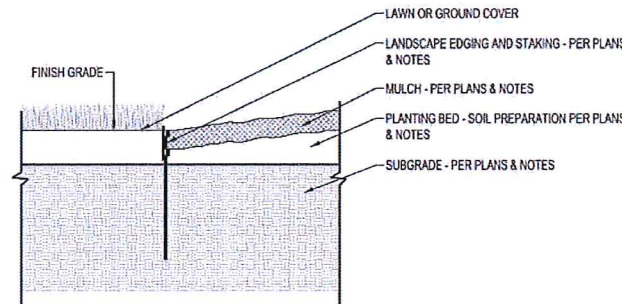
CONIFER / EVERGREEN TREE PLANTING DETAIL

SCALE: 1" = 1'-0"



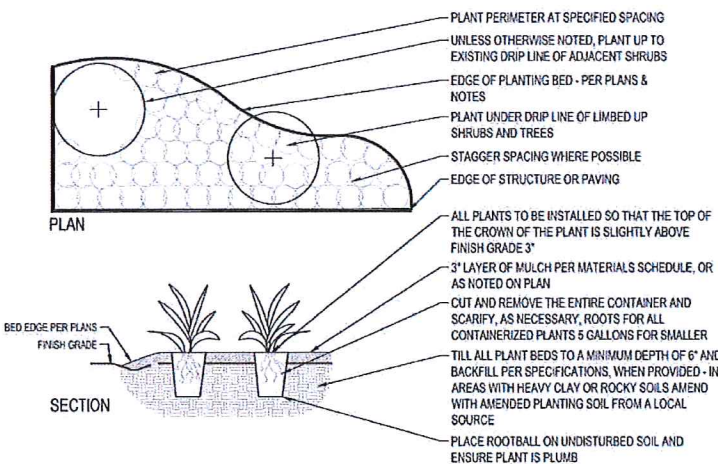
SHRUB PLANTING DETAIL

SCALE: 1" = 1'-0"



LANDSCAPE EDGING DETAIL

SCALE: 1" = 1'-0"



PERENNIAL PLANTING DETAIL

SCALE: 1" = 1'-0"

GENERAL PLANTING NOTES

- COORDINATE LOCATION OF ALL UTILITIES (LINES, DUCTS, CONDUITS, SLEEVES, FOOTINGS, ETC.) WITH LOCATIONS OF PROPOSED LANDSCAPE ELEMENTS (FENCE, FOOTINGS, TREE ROOTBALLS, ETC.). CONTRACTOR SHALL REPORT ANY DISCREPANCIES TO OWNER'S REPRESENTATIVE PRIOR TO CONTINUING WORK.
- SAVE AND PROTECT ALL EXISTING TREES NOT NOTED TO BE REMOVED.
- ALL LANDSCAPE WORK SHALL CONFORM TO LOCAL AND STATE GUIDELINES AND REQUIREMENTS.
- REMOVE ALL CONSTRUCTION DEBRIS AND MATERIALS INJURIOUS TO PLANT GROWTH FROM PLANTING PITS AND BEDS PRIOR TO BACKFILLING WITH PLANTING MIX.
- LAWN AREAS SHALL HAVE 4" MINIMUM DEPTH OF TOPSOIL. TOPSOIL SHALL BE COMPACTED TO 85% MAXIMUM DENSITY AT OPTIMUM MOISTURE CONTENT.
- REFER TO PLANTING DETAILS PLAN FOR AMENDED SOIL DEPTH IN PLANTING BEDS AND SURROUNDING TREES.
- FIELD STAKE PLANTINGS ACCORDING TO PLAN. OWNER'S REPRESENTATIVE SHALL APPROVE ALL PLANT LOCATIONS PRIOR TO INSTALLATION. OWNER RESERVES THE RIGHT TO REVISE PLANTING LAYOUT AT TIME OF INSTALLATION.
- ALL PLANT MATERIALS SHALL BE TRUE TO THEIR SCIENTIFIC NAME AND SIZE AS INDICATED IN THE PLANT SCHEDULE.
- IF DISCREPANCIES EXIST BETWEEN THE NUMBER OF PLANTS DRAWN ON THE PLANTING PLAN AND THE NUMBER OF PLANTS IN THE SCHEDULE, THE PLANTING PLAN SHALL GOVERN.
- OWNER RESERVES THE RIGHT TO REVISE QUANTITIES TO SUIT BUDGET LIMITATIONS. CONTRACTOR'S UNIT BID PRICES SHALL PREVAIL FOR ANY CHANGES IN QUANTITIES.
- ANY PROPOSED SUBSTITUTIONS OF PLANT SPECIES SHALL BE MADE WITH PLANTS OF EQUIVALENT OVERALL FORM, HEIGHT, BRANCHING HABIT, FLOWER, LEAF, COLOR, FRUIT AND CULTURE, AND ONLY AFTER WRITTEN APPROVAL OF THE OWNER'S REPRESENTATIVE AND OWNER.
- ALL PLANT MATERIALS MUST CONFORM TO AMERICAN STANDARDS FOR NURSERY STOCK (A.N.S.I.), LATEST EDITION PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN, WASHINGTON D.C. LARGER SIZED PLANT MATERIALS OF THE SPECIES LISTED MAY BE USED IF THE STOCK CONFORMS TO A.N.S.I.
- ALL PLANT MATERIAL SHALL BE GUARANTEED TO BE IN A LIVE AND HEALTHY GROWING CONDITION FOR ONE FULL GROWING SEASON (ONE YEAR) AFTER FINAL PROJECT ACCEPTANCE OR SHALL BE REPLACED FREE OF CHARGE WITH THE SAME GRADE AND SPECIES. ALL TREES SHALL HAVE A STRONG CENTRAL LEADER.
- CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGE DUE TO OPERATIONS. ANY AREAS THAT ARE DISTURBED SHALL BE RESTORED TO ITS ORIGINAL CONDITION AT NO ADDITIONAL COST TO THE OWNER.
- PLANTING BED EDGING - USE COMMERCIAL GRADE POLY EDGING, COLOR BLACK, IN ALL AREAS WHERE PLANTING BED MEETS LAWN AREAS OR WHERE INDICATED. USE STEEL SPIKES AS INSTRUCTED BY MANUFACTURER.
- PROVIDE 1" DIAMETER AT A MINIMUM OF 3' DEEP OF CLEAN RIVER ROCK IN ALL LANDSCAPE BEDS WITH PERMEABLE WEED BARRIER LANDSCAPE FABRIC.
- PROVIDE DOUBLE SHREDDED HARDWOOD MULCH CIRCLE, WITHOUT LANDSCAPE FABRIC, TO A 4-FOOT DIAMETER AROUND ALL TREES OUTSIDE PLANTING BEDS TO A MINIMUM 3" DEPTH.
- STORMWATER MANAGEMENT AREA TO HAVE TEMPORARY EROSION CONTROL MEASURES AS REQUIRED BY LOCAL GUIDELINES.
- COMMERCIAL TURF SEED MIX TO CONSIST OF 70% PERENNIAL RYE GRASS AND 30% FINE FESCUE BLENDS THAT ARE APPROPRIATE FOR THE LOCAL JURISDICTION.
- STORMWATER SEED MIX TO CONSIST OF 90% PLS (PURE LIVE SEED) AND CONSIST OF THE FOLLOWING:
 - HORDEUM BRACHYANTHERUM (MEADOW BARLEY) = 25%
 - DANTHONIA CALIFORNICA (CALIFORNIA OAT-GRASS) = 15%
 - ELYMUS GLAUCUS (BLUE WILD RYE) = 10%
 - BROMUS CARINATUS (CALIFORNIA BROME) = 10%
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 - DESCHAMPSIA CESPITOSA (TUFTED HAIRGRASS) = 10%
 - AGROSTIS EXARATA (SPIKE BENTGRASS) = 10%
 - ALOPECURUS GENICULATUS (WATER FOXTAIL) = 5%
 - DESCHAMPSIA ELONGATA (SLENDER HAIRGRASS) = 5%
- INDICATED QUANTITIES ARE ESTIMATES AND SHOULD BE CONFIRMED BY THE CONTRACTOR/BIDDER.
- ALL PLANTS SHALL BE WATERED USING AN UNDERGROUND AUTOMATIC IRRIGATION SYSTEM. SEE IRRIGATION PLAN.



EIGHT

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PROJECT

URGENT CARE CLINIC

MCMINNVILLE OREGON

ISSUE SCHEDULE		
DATE	DESCRIPTION	BY
05/12/20	CLIENT REVIEW	ARA
06/17/20	CITY PROGRESS SET	ARA
08/04/20	BUILDING PERMIT SET	ARA

REVISION SCHEDULE		
DATE	DESCRIPTION	BY
07/30/20	REVISION #1	ARA

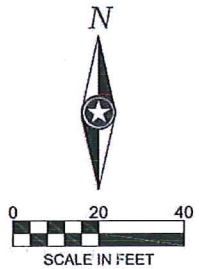
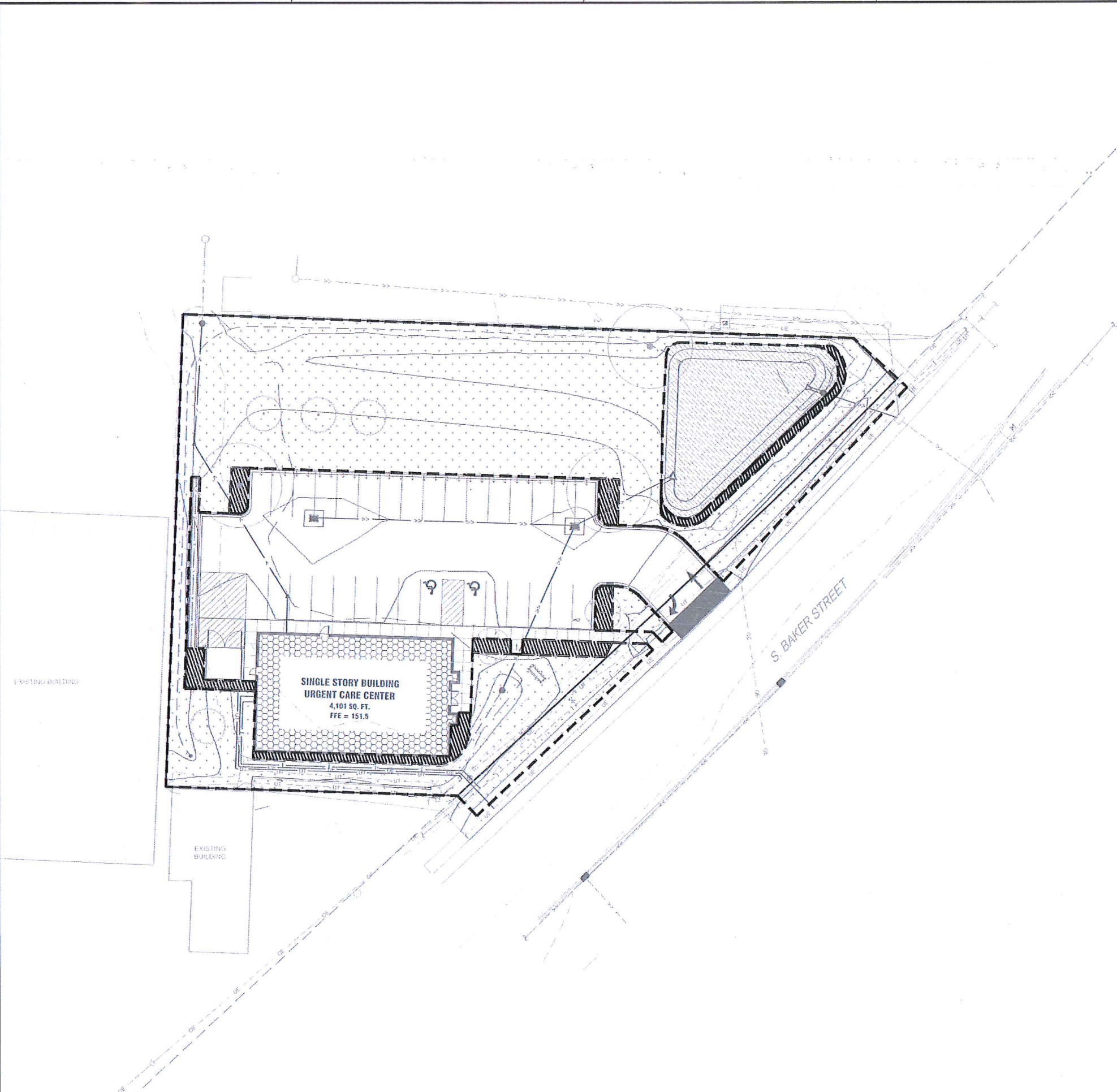
PROJECT NO.	19-23672
FILE NAME	23672 C5-LANDSCAPE
DRAWN BY	-
DESIGNED BY	-
REVIEWED BY	-

TITLE

LANDSCAPE DETAILS

SHEET

C701



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PROJECT

URGENT CARE CLINIC

MCMINNVILLE OREGON

ISSUE SCHEDULE		
DATE	DESCRIPTION	BY
05/12/20	CLIENT REVIEW	ARA
06/17/20	CITY PROGRESS SET	ARA
08/04/20	BUILDING PERMIT SET	ARA

REVISION SCHEDULE		
DATE	DESCRIPTION	BY
07/30/20	REVISION #1	ARA

PROJECT NO.	19-23672
FILE NAME	23672 CS-LANDSCAPE
DRAWN BY	-
DESIGNED BY	-
REVIEWED BY	-

TITLE

IRRIGATION PLAN

SHEET

C702

IRRIGATION LEGEND

SYMBOL	DESCRIPTION	UNITS	QUANTITY
	LIMITS OF PLANTING BED IRRIGATION	SF	1,575
	LIMITS OF TURF IRRIGATION	SF	22,060

IRRIGATION NOTES

1. IRRIGATION SYSTEM SHALL BE CONSTRUCTED AS A DESIGN BUILD PROJECT. SUBMIT DESIGN DRAWINGS FOR APPROVAL BY OWNER.
2. ONLY PLANTING BEDS AND TURF AREAS AS SHOWN ON IRRIGATION LIMITS PLAN SHALL BE SERVICED BY THE IRRIGATION SYSTEM. ALL IRRIGATION SHALL BE COMPATIBLE WITH LOCAL JURISDICTION CODE. IRRIGATION SHALL NOT OVER SPRAY ONTO ADJACENT HARDSCAPE, BUILDINGS, OR ANY OTHER NON-TURF AREAS.
3. PROVIDE ALL IRRIGATION LINE, SPRAY HEADS, SLEEVE UNDER HARDSCAPE, VALVES, WIRING, CONTROLLER, BACK-FLOW PREVENTOR, MAIN & LATER PIPES, CENTRAL CONTROL WATER MANAGEMENT SYSTEM, AND ALL OTHER REQUIRED ACCESSORIES.
4. CONFIRM POINT(S) OF CONNECTION AND CONTROL BOX LOCATIONS WITH OWNER PRIOR TO DESIGN OF IRRIGATION SYSTEM. COORDINATE LOCATIONS OF SLEEVE WITH ALL UTILITIES, FOOTINGS, AND ANY OTHER UNDERGROUND CONSTRUCTION.



Planning Department
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www.mcminnvilleoregon.gov

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Office Use Only:	
File No.	<u>L 21-20</u>
Date Received	<u>6/29/20</u>
Fee	<u>801.35</u>
Receipt No.	<u>202584</u>
Received by	<u>[Signature]</u>

Landscape Plan Review Application

Applicant Information

Applicant is: ☐ Property Owner ☐ Contract Buyer ☐ Option Holder ☒ Agent ☐ Other _____

Applicant Name National Urgent Care Development LLC Phone (734) 260-6820

Contact Name Samantha Coponen Phone (248) 817-1691
(If different than above)

Address 3221 W. Big Beaver Road, Suite 111

City, State, Zip Troy, MI 48084

Contact Email Samantha@814cre.com

Property Owner Information

Property Owner Name Michael A Wilson Trust Phone _____
(If different than above)

Contact Name Michael Wilson Phone _____

Address 2102 NW High Heaven Road

City, State, Zip McMinnville, OR 97123

Contact Email _____

Site Location and Description

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

Property Address 1755 SW Baker Street, McMinnville, OR 97128

Assessor Map No. R4 - 429 - BD Total Site Area 42,206 SF

Subdivision _____ (R4429BD 00300) Block _____ Lot 300

Comprehensive Plan Designation Commercial Zoning Designation C-3 (Commercial)

Landscaping Information

1. Total Landscaped Area: 27,255 SF (Site Total 42,206 SF)
2. Percent Landscaped: 64.5%
3. Building Floor Area:
New Structure: 4,101 SF Existing Structure: N/A Addition: N/A
4. Architect Name ISG Phone (952) 426-0699
(Landscape Architect, Engineer, or Other Designer)
Contact Name Mitch Workmon Phone (952) 208-5655
Address 6465 Wayzata Blvd, Suite 970
City, State, Zip St. Louis Park, MN 55426
Contact Email mitchell.workmon@ISGInc.com

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.

Samantha Coponen
Applicant's Signature

6/24/2020

Date

Michaela Delon
Property Owner's Signature

6/25/2020
Date

August 4, 2020
Jamie Fleckenstein
Associate Planner
McMinnville Community Development Center
231 NE 5th St
McMinnville, OR 97128
jamie.fleckenstein@mcminnvilleoregon.gov



RE: Landscape Plan Review Application Completeness Review -
City of McMinnville Planning Department – 231 NE Fifth Street, McMinnville, Oregon 97128

Jamie,

Thank you for your plan review letter dated July 22, 2020. We have prepared the following information to address your review comments. Please note that for your convenience each review item is restated below along with our corresponding response.

Completeness Items

The landscape plans should include the required information described in MMC 17.57.060(A)-(F). Please provide the following information on the Landscape Plan so that the Landscape Review Committee may fully understand the proposed landscaping during review.

17.57.060 Plans-Information to be Included:

- F. The location of watering facilities or irrigation facilities or irrigation systems, or construction notes on the landscape plan detailing the type of watering facilities or irrigation systems that will be installed;
 - a. General Planting Note #22 on Sheet C5-20 indicates plants are to be hand watered via hose bibs. There is no indication on the plan where the hose bibs are located around the building. Please provide additional information about the location of watering facilities and a proposed watering schedule.

ISG Response: An automatic irrigation system to water all landscaping is proposed.

Other Items – Not Necessarily Required for Completeness

During the completeness review, some additional issues were identified that are not required to be addressed in order to deem the application complete but could result in an issue with the approvability of the application. The landscape plan is reviewed by the Landscape Review Committee against the review factors in MMC Section 17.57.070(B), and they may have concerns with how the landscape plan addresses the following factors. Please note the Committee has authority to deny an application for failure to comply with any or all the review factors.

1. 17.57.070(B)(1) requires compatibility with the project and surrounding properties and uses. This property is at a very visible location near a main entrance and gateway into McMinnville. Across the Baker Street at the intersection of Highway 99W and Old Sheridan Road, there is a landscaped gateway area. There is an opportunity for the landscaping at the urgent care clinic to build on the gateway experience and create an aesthetically appealing entry to the city.

ISG Response: Additional landscaping has been added to increase the aesthetic and create a stronger gateway.

2. 17.57.070(B)(2) requires screening of the proposed use, typically through the location of trees, screening plantings, or other screens around the perimeter of the site or other key locations on the property. It does not appear that screening of uses (clinic building, off-street parking) is addressed in a meaningful way.

ISG Response: Additional landscaping has been added to help screen the property and improve the aesthetic consistent with adjacent properties.

3. 17.57.070(B)(4) requires planting and islands to break up parking lots. A stated purpose and intent of the Landscaping Chapter is to provide "parking lot landscaping to reduce the harmful effects of heat, noise and glare associated with motor vehicle use" (MMC 17.57.010(A)(4)). No planting islands or perimeter planting around the parking area is provided that would help accomplish the purpose of the code.

ISG Response: Additional trees and shrubs have been added and the landscape islands are located on the four corners of the parking lot. The site is undergoing a lot split for a future use to the north and to maximize parking for a new use additional landscape islands were not proposed beyond the four islands currently proposed

4. 17.57.070(B)(4) requires suitable watering facilities or irrigation system. The Landscape Review Committee encourages automatic irrigation systems due to our seasonal climate. Hand watering is proposed, but regular hand watering of over 27,000 square feet of landscape area may prove challenging.

ISG Response: An automatic irrigation system to water all landscaping is proposed.

Additionally, the landscaped square footage was originally 27,255 sq. ft. and now we are showing 27,285 sq.ft. We have added 30 sq. ft. of landscaped square footage.

Please contact me at 563.568.8227 or via email at Stephanie.Runkle@ISGInc.com with any questions or if there is any additional information we can provide in support of this project.

Sincerely,



Stephanie Runkle
Project Coordinator

June 24, 2020

RE: Property Owner Authorization of Designated Agent


On behalf of Michael A Wilson Trust, I, Michael Wilson, hereby attest to ownership of the property described below:

**Property located at 1755 SW Baker Street, McMinnville, OR 97126;
Otherwise identified as Property ID R4429BD 00300 situated in the SE 1/4, NE 1/4, of
S29-T4S-R4W WM, Yamhill County, Oregon.**

As the owner of the above designated property, I hereby designate the party named below to serve as the Owner's Designated Agent in so far as making applications to various entities for the purposes of development of the aforementioned property and representing the owner in matters of these applications:

Owner's Designated Agent: Samantha Coponen
Development Manager
EIG14T Development
3221 W. Big Beaver Road, Suite 111
Troy, MI 4084
C: (734) 260-6820
D: (248) 817-1691

Authorized this 25 day of June, 2020 by Michael Wilson, the Owner of Michael A Wilson Trust.


Michael Wilson
Owner
Michael A Wilson Trust
2120 NW High Heaven Road
McMinnville, OR 97123



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

EXHIBIT 2 - STAFF REPORT

DATE: September 2, 2020
TO: Landscape Review Committee Members
FROM: Jamie Fleckenstein, Associate Planner
SUBJECT: Agenda Item 4B - Street Tree Removal Application (L 28-20)

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 to remove one (1) street tree adjacent to 2190 SW Alexandria Street (L 28-20) to be reviewed by the Landscape Review Committee. Staff has reviewed the application for consistency with the applicable criteria, and recommends approval of the application, subject to the conditions specified in the attached Decision Document, including requiring one (1) replacement street tree per the Alexandria Addition approved street tree plan, and repair of the damaged sidewalk.

Background:

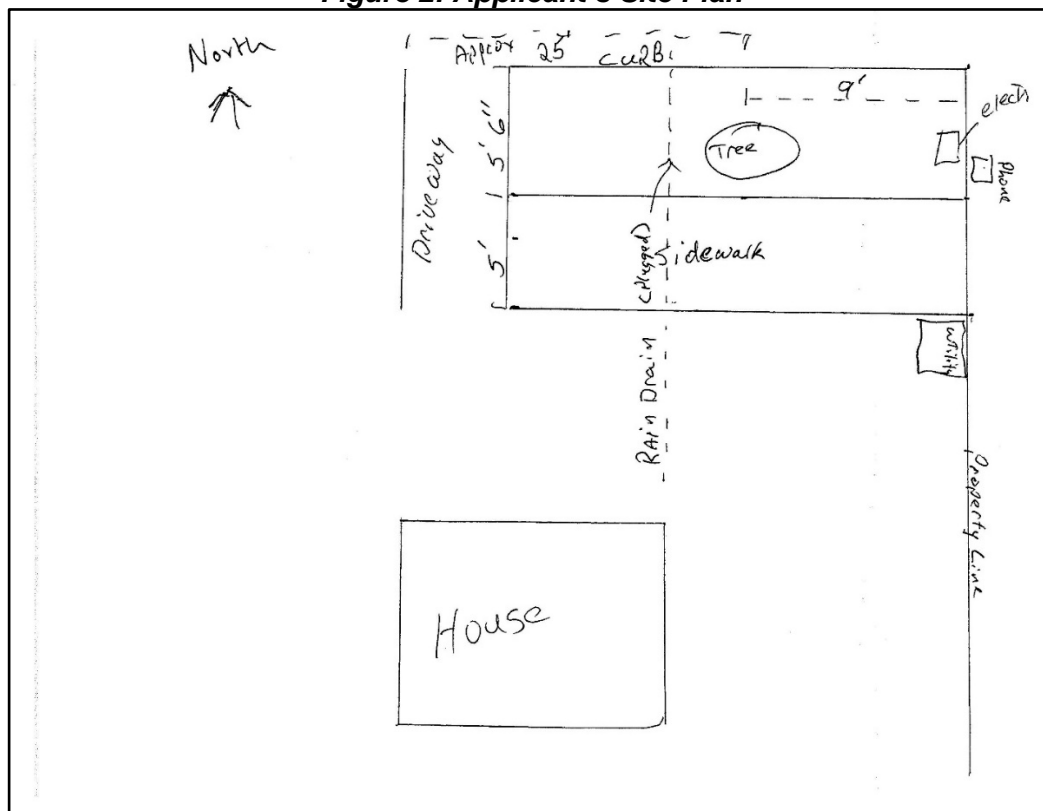
The application requests the removal of one (1) *Acer sp.* (Maple) tree from the public right-of-way adjacent to the subject property that is impacting public infrastructure, specifically, damaging the adjacent sidewalk.

The subject property is located at 2190 SW Alexandria Street within the Alexandria Addition subdivision. **See Figure 1 (Vicinity Map).** The property is zoned R-2PD (Single-Family Residential Planned Development) and is developed with a single-family residence. The tree that is requested for removal is located on within the SW Alexandria Street right-of-way. **See Figure 2 (Site Plan), Figure 3 (Existing Tree), Figure 4 (Existing Tree), Figure 5 (Sidewalk Condition) and Figure 6 (Sidewalk Condition).**

An approved street tree plan for the Alexandria Addition subdivision (L 22-97) specifies one required street tree at the subject property and identifies *Acer rubrum* 'Autumn Flame' (Autumn Flame Red Maple) as the approved street tree for the subdivision. **See Figure 7 (Alexandria Addition Approved Street Tree Plan).**

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Street Tree Removal At 2190 SW Alexandria Street

Figure 1: Vicinity Map**Figure 2: Applicant's Site Plan****Attachments:**

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Tree Removal At 2190 SW Alexandria Street

Figure 3: Existing Tree

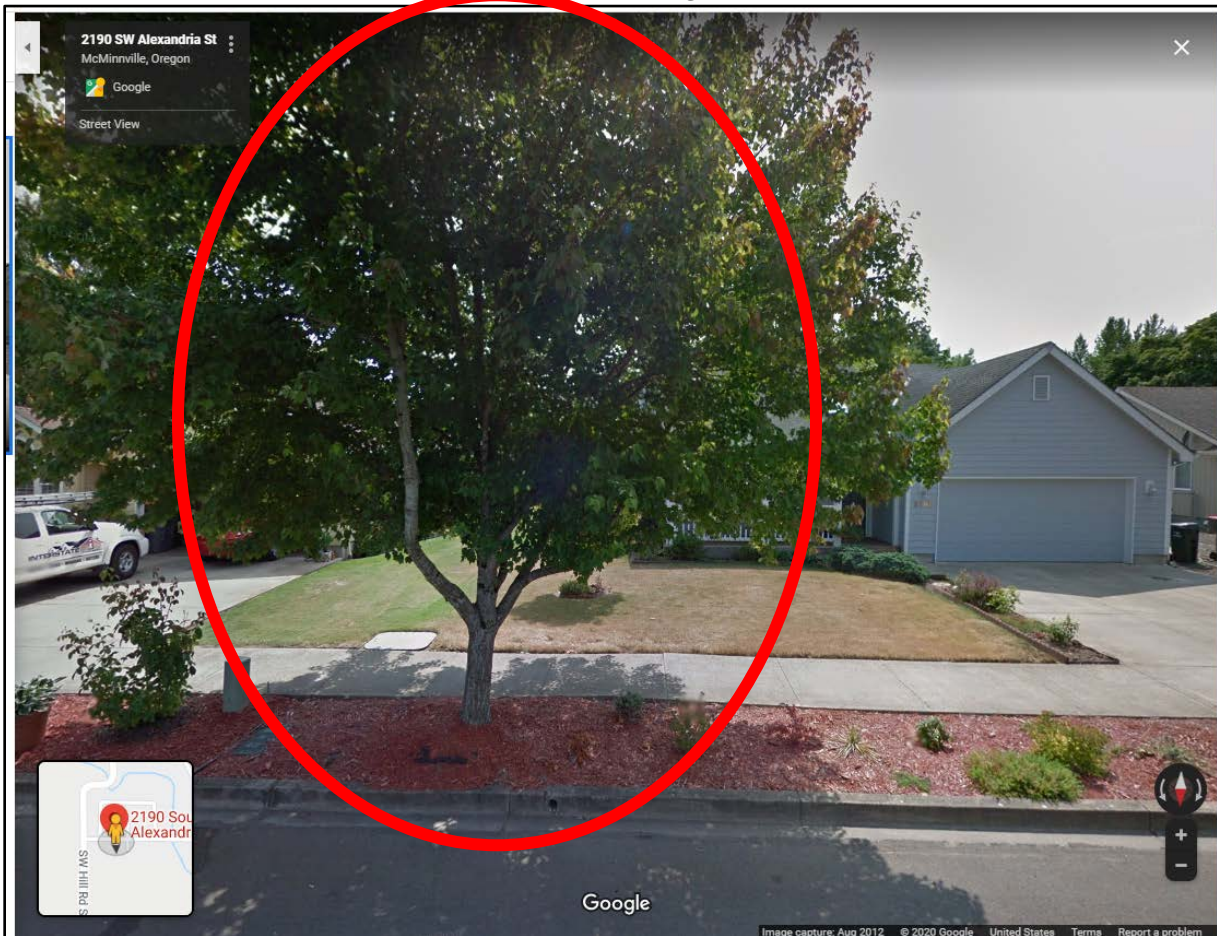
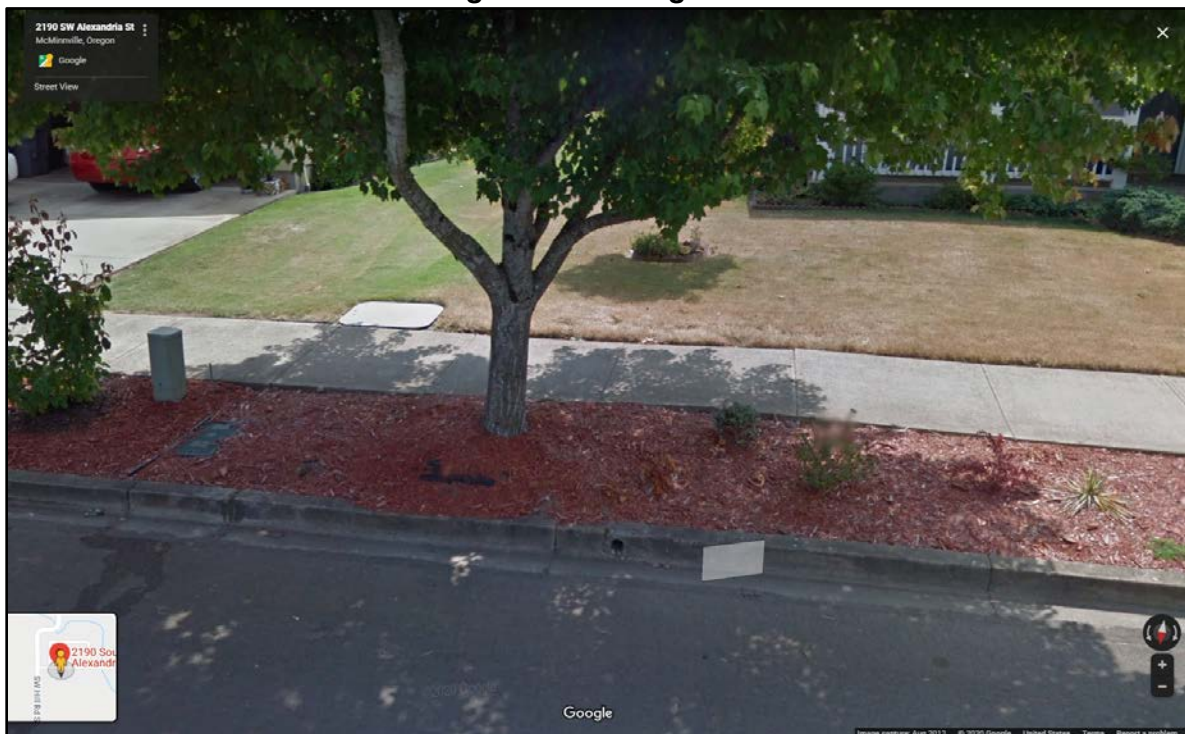


Figure 4: Existing Tree



Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Tree Removal At 2190 SW Alexandria Street

Figure 5: Sidewalk Condition



Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Tree Removal At 2190 SW Alexandria Street

Figure 6: Sidewalk Condition



Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Tree Removal At 2190 SW Alexandria Street

Discussion:**Summary of Criteria & Issues:**

The application requests approval of a tree removal permit for one (1) tree located within the public right-of-way. The Tree Removal Permit request is subject to the Tree Removal review criteria in Section 17.58.050 of the McMinnville Municipal Code (MMC).

Section 17.58.050 of the MMC requires a permit for Tree Removal to be granted if any of the following criteria apply:

- A. The tree is unsafe, dead, or diseased as determined by a Certified Arborist.
- B. The tree is in conflict with public improvements.
- C. The proposed removal or pruning is part of an approved development project, a public improvement project where no alternative is available, or is part of a street tree improvement program.

The applicant has requested the removal of one (1) Maple because the tree is impacting public improvements in the public right-of-way, specifically the adjacent sidewalk and rain drain. The tree's roots have damaged and lifted the adjacent sidewalk panels.

Since the tree is in conflict with public improvements, and the private rain drain system, the likelihood of the tree continuing to damage the sidewalk is high, and that root pruning the tree is likely to cause irreversible damage to the tree, criterion B for approval has been met, and removal of the tree is recommended. A replacement street tree for is recommended by Staff, consistent with the approved street tree plan (L 22-97). Also per the application, the tree is approximate nine (9) feet from a utility box, however sufficient room exists in the planter strip to meet setback requirements. A condition of approval included in the decision document requires any necessary repair or replacement of the damaged sidewalk.

Fiscal Impact:

None.

Landscape Review Committee Options:

- 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.

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Tree Removal At 2190 SW Alexandria Street

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 TREE REMOVAL APPLICATION L 28-20 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 A Tree Removal At 2190 SW Alexandria Street



CITY OF MCMINNVILLE
PLANNING DEPARTMENT
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

503-434-7311
www.mcminnvilleoregon.gov

DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A TREE REMOVAL AT 2190 SW ALEXANDRIA STREET

DOCKET: L 28-20 (Street Tree Removal)

REQUEST: Approval to remove one (1) tree from the public right-of-way adjacent to the subject property because of damage to public improvements

LOCATION: 2190 SW Alexandria Street (Tax Lot 320, Section 30AB, T. 4. S., R. 4 W., W.M.)

ZONING: R-2 PD (Single-Family Residential Planned Development)

APPLICANT: Petra & Roger Rasmussen, property owner

STAFF: Jamie Fleckenstein, PLA, Associate Planner

DATE DEEMED COMPLETE: August 14, 2020

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

DECISION DATE & LOCATION: September 2, 2020, Community Development Center, 231 NE 5th Street, McMinnville, Oregon, and Zoom Online Meeting ID 940 2383 6586.

PROCEDURE: This tree removal is subject to review in accordance with procedures specified in Chapter 17.58-Trees of the McMinnville Zoning Ordinance. The application for tree removal is subject to the procedures specified in Section 17.58.040 Tree Removal/Replacement.

CRITERIA: The applicable criteria are specified in Section 17.58.050 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 17.58.040(A) 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.

DECISION

Based on the findings and conclusionary findings, the Landscape Review Committee finds the applicable criteria are satisfied with conditions and recommends **APPROVAL** of the street tree removal (L 28-20) **subject to the conditions of approval provided in this document.**

DECISION: APPROVAL WITH CONDITIONS

Planning Staff: _____
 Jamie Fleckenstein, Associate Planner

Date: _____

Planning Department: _____
Heather Richards, Planning Director

Date: _____

I. APPLICATION SUMMARY:

Subject Property & Request

The application requests the removal of one (1) tree from the public right-of-way adjacent to the subject property that is impacting public infrastructure. Removal of a tree located within the public right-of-way which is affecting public infrastructure, including sidewalks, requires City approval.

The subject property is located at 2190 SW Alexandria Street within the Alexandria Addition subdivision. **See Figure 1 (Vicinity Map).** The property is zoned R-2PD (Single-Family Residential Planned Development) and is developed with a single-family residence. The tree that is requested for removal is an *Acer sp.* (Maple) located on within the SW Alexandria Street right-of-way. **See Figure 2 (Site Plan), Figure 3 (Existing Tree), Figure 4 (Existing Tree), Figure 5 (Sidewalk Condition) and Figure 6 (Sidewalk Condition).**

Figure 1: Vicinity Map



Attachments:

Attachment 1 – Application and Attachments

Figure 2: Applicant's Site Plan

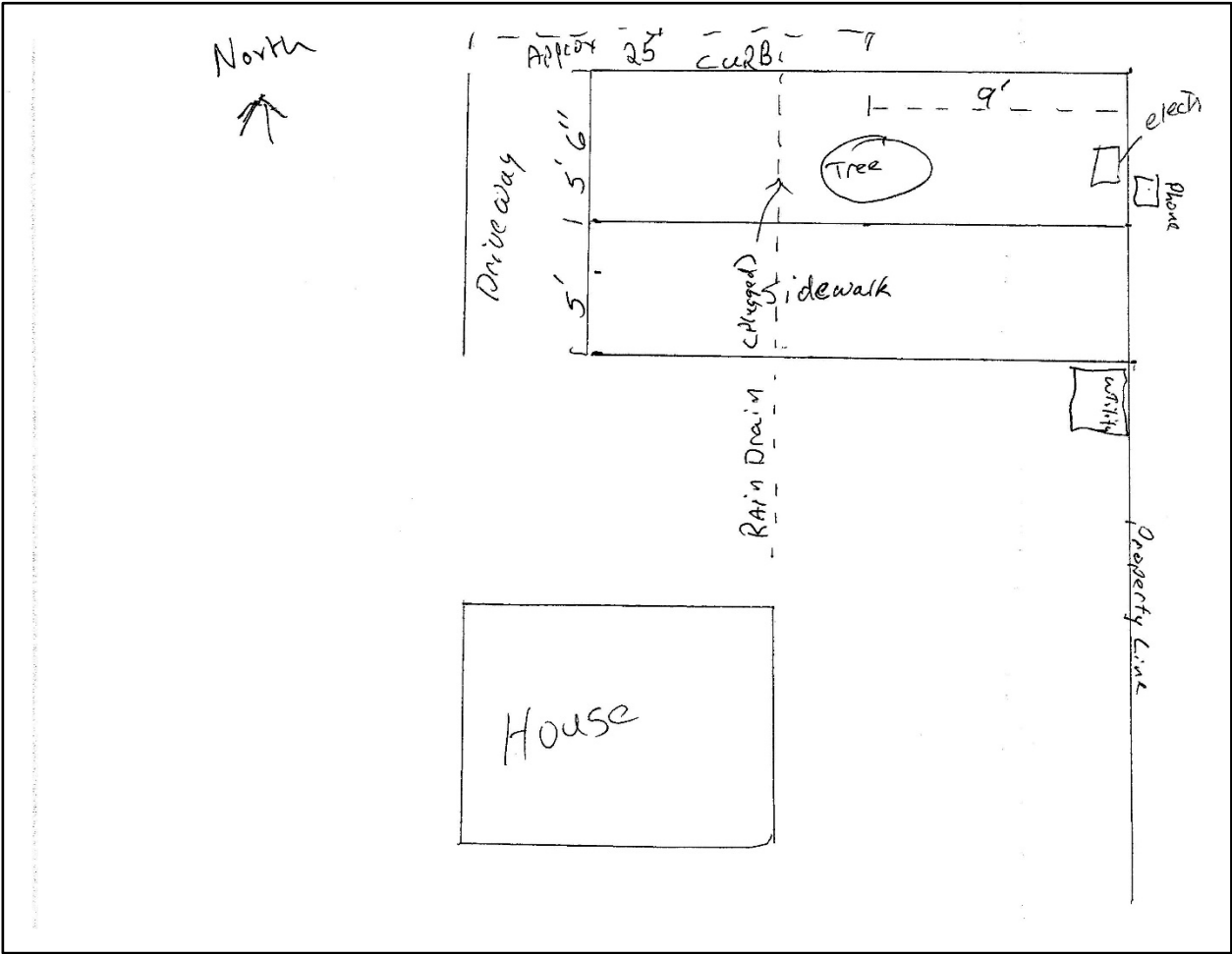


Figure 3: Existing Tree

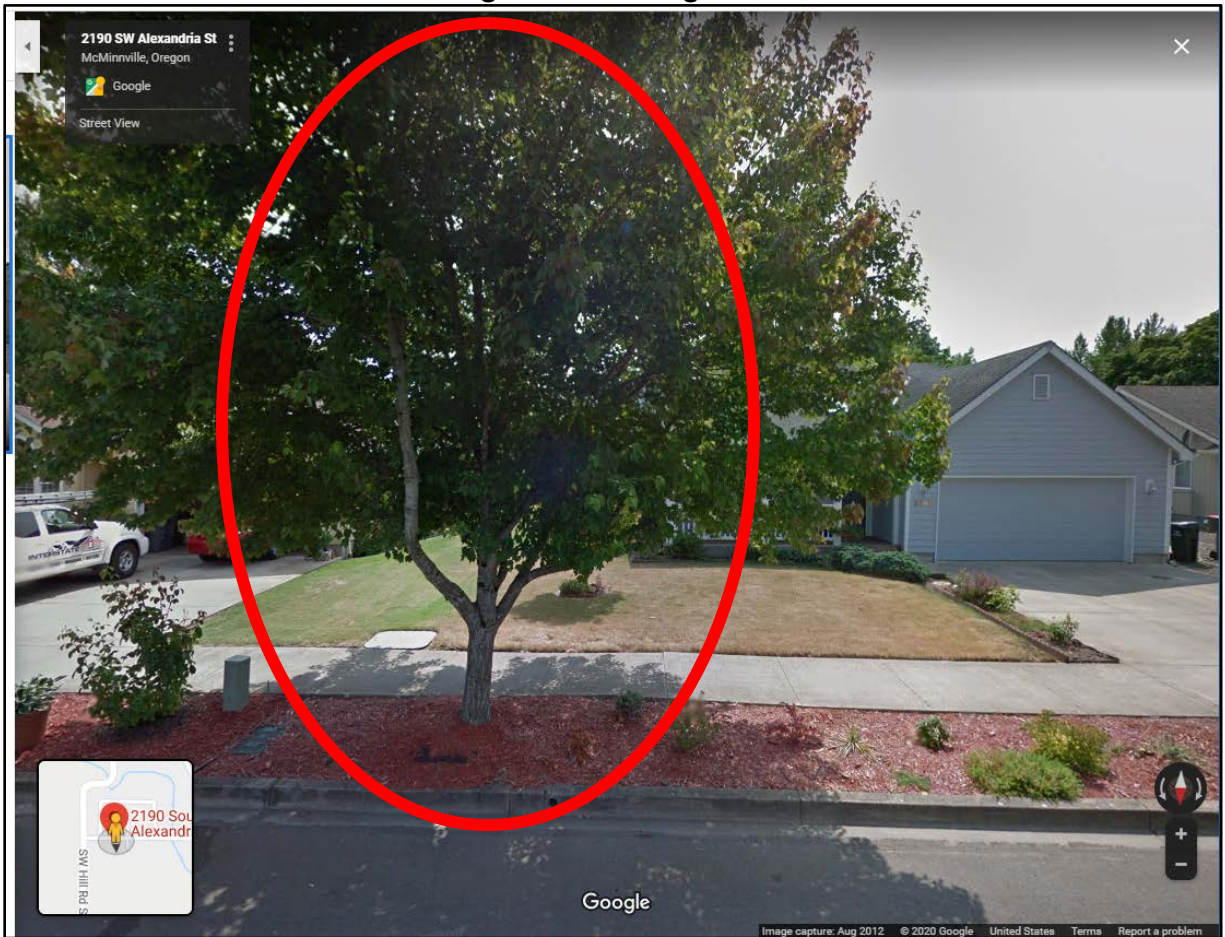


Figure 4: Existing Tree

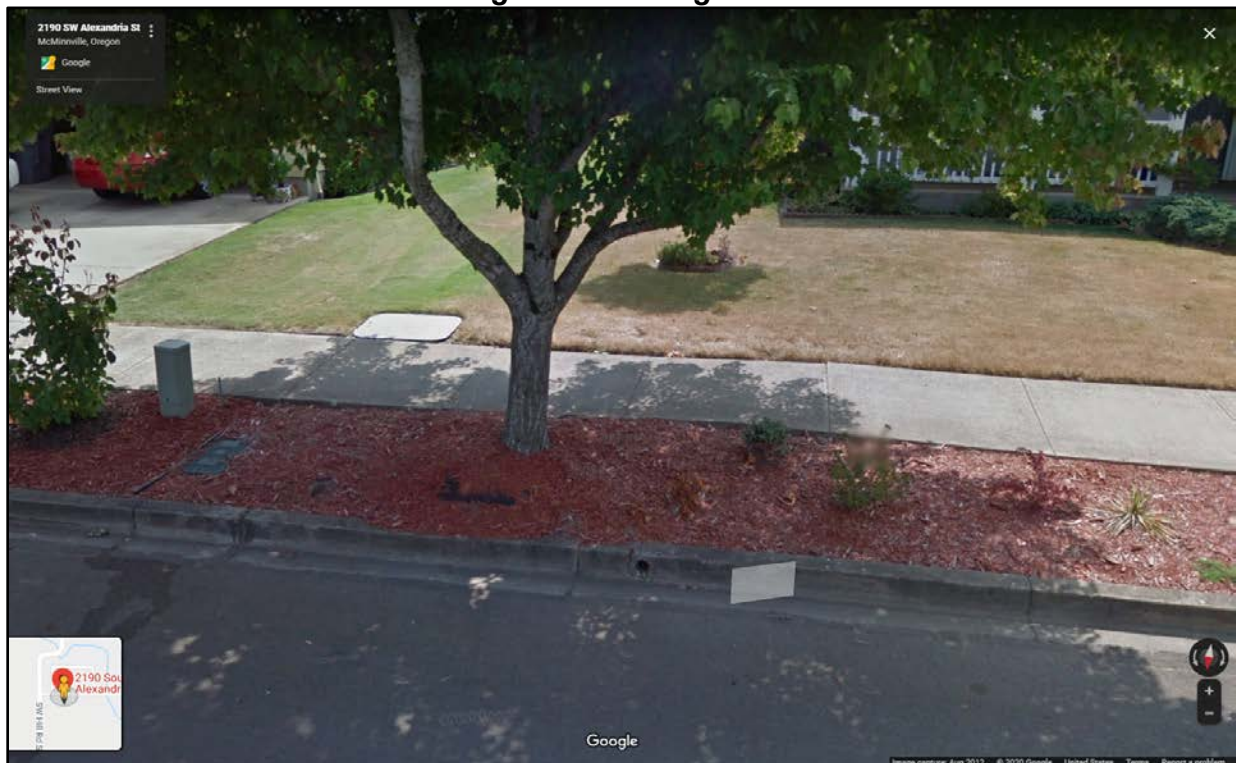


Figure 5: Sidewalk Condition



Figure 6: Sidewalk Condition



Summary of Criteria & Issues

The application is subject to review criteria in McMinnville Municipal Code (MMC) Section 17.58.050 of the McMinnville Zoning Ordinance, which requires a permit for Tree Removal to be granted if any of the following criteria apply:

- A. The tree is unsafe, dead, or diseased as determined by a Certified Arborist.
- B. The tree is in conflict with public improvements.
- C. The proposed removal or pruning is part of an approved development project, a public improvement project where no alternative is available, or is part of a street tree improvement program.

The applicant has provided documentation to support the request for a Tree Removal Permit. This will be discussed in detail in Section VII (Conclusionary Findings) below.

Attachments:

Attachment 1 – Application and Attachments

II. CONDITIONS:

1. That all costs and liability associated with tree removal, stump grinding, and tree replacement shall be borne by the applicant.
2. That the applicant shall call for locates (dial 811) for all underground utilities prior to removing the trunk and roots. This is a free service and the law. Upon request, utility locates can be flagged without marking up hard surfaces.
3. That the applicant shall use caution to protect existing nearby water utilities and underground power buried in the immediate area. Contact McMinnville Water & Light at (503) 472-6919 if contact is made with buried power conduits.
4. That the tree's stump and remaining surface roots shall be removed at least six (6) inches below grade to allow for a suitable replanting site. At least a two inch thick layer of topsoil shall be placed over the remaining stump and surface roots. The area shall be crowned at least two inches above the surrounding grade to allow for settling and shall be raked smooth. The applicant shall restore any damaged turf areas and grades due to vehicular or mechanical operations.
5. That one (1) replacement street tree be planted in the SW Alexandria Street planter strip. The tree shall be an *Acer rubrum* 'Autumn Flame' (Autumn Flame Maple) per the Alexandria Addition approved street tree plan (L 22-97).
6. That the replacement tree shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well-developed leader with tops and roots characteristic of the species cultivar or variety. All trees' must be free of insects, diseases, mechanical injury, and other objectionable features when planted.
7. That the replacement tree shall be planted per the approved City detail. The applicant shall provide root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of the tree and the curb side of the tree. The root barrier protection shall be placed in 10-foot lengths, centered on the tree, and to a minimum depth of eighteen (18) inches. In addition, the tree shall be provided with two (2) deep watering tubes to promote deep root growth.
8. That the applicant shall contact the McMinnville Public Works Department at 503-434-7316 to discuss specific staking, watering tube requirements, and to schedule an inspection prior to backfilling the replacement tree's planting pit.
9. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
10. That the planter strip area shall be restored to original grade immediately following the planting of the replacement trees.
11. That the applicant shall contact the McMinnville Engineering Department at (503) 472-7312 to obtain a sidewalk permit and repair or replace the damaged sidewalk per City standards.
12. That the applicant shall complete the tree removal and tree replacement within six (6) months of approval, or March 2, 2021.

Attachments:

Attachment 1 – Application and Attachments

III. ATTACHMENTS:

1. L 28-20 Application and Attachments (on file with the Planning Department)

IV. COMMENTS:

Agency Comments

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 and incorporated into the conditions of approval:

- McMinnville Public Works:

Site Review

1. The tree in question appears to be a maple tree about 24" DBH and about 35' in height
2. The tree is planted in a 5' planter strip between the curb and sidewalk, with what appears to be irrigated planter strip with smaller shrubs and a bark mulch ground cover.
3. The tree has damaged the existing sidewalk. Upon inspection the adjacent sidewalk had already been removed and the tree roots exposed.
4. There are no overhead facility conflicts.
5. There is no damage to the adjacent curb/gutter system.
6. The tree does not show any obvious health issues that would require removal.
7. The tree shows a significantly raised root buttress, significant surface rooting, with large (>2" surface roots. The tree appears to be root bound in the planting site, with surface roots pressing on the adjacent curb.
8. The surface rooting will soon impact the adjacent water service, and has already impacted the roof drain connection to the weep hole in the curb.

Recommendations

1. Given the damage to the sidewalk, the raised root buttress and the size of the surface roots, staff would recommend approval of the removal request. Suggested conditions of approval would include:
 - a. Applicant to be responsible for all costs related to removal and replacement.
 - b. Applicant required to grind stump to a minimum of 6" below grade.
 - c. Applicant to call for a utility locate prior to removal.
 - d. Applicant to replace the tree with a variety acceptable to the Planning Department, minimum 2" caliper. That tree will need to be located at least 5 feet away from the proposed new driveway access.
 - e. Applicant to plant trees as per the approved City detail.
 - f. Applicant to contact Public Works at (503)434.7316 for an inspection prior to backfill.

- McMinnville Water & Light

MW&L has the following comments:

"Water: Protect existing water utilities.

Power: Underground power buried in the immediate area. Contact McMinnville Water & Light if contact is made with buried power conduits. Call for locates."

Public Comments

No public notice of the application was provided by the City of McMinnville, as Street Tree Removal applications are reviewed by the process described in Section 17.58.040 (Tree Removal/Replacement) of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the Planning Director's decision.

V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. Petra & Roger Rasmussen, property owners, submitted a Street Tree Removal Permit application on August 4, 2020.
2. The application was deemed complete on August 14, 2020.
3. 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.
4. No public notice of the application was provided by the City of McMinnville, as Street Tree Removal applications are reviewed by the process described in Section 17.58.040 (Tree Removal/Replacement) of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the public meeting.
5. A public meeting was held by the McMinnville Landscape Review Committee on September 2, 2020 to review the application and proposed street tree removal request.

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** 2190 SW Alexandria Street (Tax Lot 320, Section 30AB, T. 4. S., R. 4 W., W.M.)
2. **Size:** 0.1768 acres
3. **Comprehensive Plan Map Designation:** Residential
4. **Zoning:** R-2PD (Single-family Residential Planned Development)
5. **Overlay Zones/Special Districts:** Planned Development Ordinance No. 4600
6. **Current Use:** Single-family dwelling
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** None.
 - b. **Other:** None.
8. **Other Features:** None.
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.
 - 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.
10. **Transportation:** SW Alexandria Street is classified as a Local Street in the 2010 McMinnville Transportation System Plan (TSP).

Attachments:

Attachment 1 – Application and Attachments

VII. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria for a Street Tree Removal Permit are specified in Section 17.58.050 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 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.

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 standards and criteria applicable to the request:

Chapter 17.58 Trees

17.58.010 Purpose. The purpose of this ordinance is to establish and maintain the maximum amount of tree cover on public and private lands in the city; reduce costs for energy, stormwater management, and erosion control; provide tree-lined streets throughout the city; select, situate and maintain trees appropriately to minimize hazard, nuisance, damage, and maintenance costs; to enhance the appearance, beauty and charm of the City; to increase property values and build stronger ties within neighborhoods; to implement applicable adopted Downtown Improvement Plan provisions; to promote a diverse, healthy, and sustainable community forest; and to educate the public regarding community forest issues.

Attachments:

Attachment 1 – Application and Attachments

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. Removal and replacement of the subject street tree would meet the purpose of the Trees Chapter of the Zoning Ordinance. Trees would be situated and maintained to minimize hazard, nuisance, damage, and maintenance costs; the appearance, beauty and charm of the City would be enhanced; and the maximum amount of tree cover on public lands would be maintained.

17.58.020 Applicability. The provisions of this ordinance shall apply to:

- A. Individual significant or historic trees as defined in this ordinance.
- B. All trees with trunks located completely or partially within any public area or right-of-way;
- C. All trees with trunks located completely within any private property which directly affect public infrastructure including but not limited to sewers, water mains, sidewalks, streets, public property, or clear vision distances at street intersections;
- D. All trees on developable land and subject to or undergoing development review such as site plan review, tentative subdivision review, or partition review;

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The trunk of the tree proposed for removal is located within a curbside planting strip completely within the public right-of-way adjacent to the subject property. Therefore, the provisions of Chapter 17.58 Trees shall apply to this tree removal request.

17.58.040 Tree Removal/Replacement.

17.58.040(A). The removal or major pruning of a tree, if applicable under Section 17.58.020, shall require City approval, unless specifically designated as exempt by this ordinance. Persons wishing to remove or prune such trees shall file an application for a permit with the McMinnville Planning Department. [...]

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The tree removal was not designated as exempt, and the applicant has filed an application for a Street Tree Removal Permit to be reviewed by the McMinnville Landscape Review Committee.

17.58.040(B). Trees subject to this ordinance shall be removed or pruned following accepted pruning standards adopted by the City. [...]

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #4. A condition of approval has been included to assure that the tree removal will be performed to accepted City standards.

CONDITION FOR FINDING: That the tree's stump and remaining surface roots shall be removed at least six (6) inches below grade to allow for a suitable replanting site. At least a two inch thick layer of topsoil shall be placed over the remaining stump and surface roots. The area shall be crowned at least two inches above the surrounding grade to allow for settling and shall be raked smooth. The applicant shall restore any damaged turf areas and grades due to vehicular or mechanical operations.

17.58.040(C). The applicant shall be responsible for all costs associated with the tree removal or pruning, or as otherwise required by this ordinance, and shall ensure that all work is done in a manner which ensures safety to individuals and public and private property.

APPLICANT'S RESPONSE: None.

Attachments:

Attachment 1 – Application and Attachments

FINDING: SATISFIED WITH CONDITIONS OF APPROVAL #1, #2, AND #10. Conditions of approval have been included to assure that the applicant shall be responsible for all costs associated with the tree removal, and that steps are taken to ensure safety to individuals and public and private property.

CONDITIONS FOR FINDING: That all costs and liability associated with tree removal, stump grinding, and tree replacement shall be borne by the applicant.

That the applicant shall call for locates (dial 811) for all underground utilities prior to removing the trunk and roots. This is a free service and the law. Upon request, utility locates can be flagged without marking up hard surfaces.

That the planter strip area shall be restored to original grade immediately following the planting of the replacement trees.

17.58.040(D). Approval of a request to remove a tree may be conditioned upon replacement of the tree with another tree approved by the city [...]

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #5. That one (1) replacement street tree be planted in the SW Alexandria Street planter strip. The tree shall be an *Acer rubrum* 'Autumn Flame' (Autumn Flame Red Maple) per the Alexandria Addition approved street tree plan (L 22-97).

CONDITION FOR FINDING: That one (1) replacement street tree be planted in the SW Alexandria Street planter strip. The tree shall be an *Acer rubrum* 'Autumn Flame' (Autumn Flame Red Maple) per the Alexandria Addition approved street tree plan (L 22-97).

17.58.040(E). The applicant is responsible for grinding stumps and surface roots at least six inches below grade. At least a two inch thick layer of topsoil shall be placed over the remaining stump and surface roots. The area shall be crowned at least two inches above the surrounding grade to allow for settling and shall be raked smooth. The applicant shall restore any damaged turf areas and grades due to vehicular or mechanical operations. The area shall be re-seeded.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #4. A condition of approval has been included to ensure that the applicant shall remove the tree stump and surface roots, and restore any damaged turf areas in the public right-of way.

CONDITION FOR FINDING: That the tree's stump and remaining surface roots shall be removed at least six (6) inches below grade to allow for a suitable replanting site. At least a two inch thick layer of topsoil shall be placed over the remaining stump and surface roots. The area shall be crowned at least two inches above the surrounding grade to allow for settling and shall be raked smooth. The applicant shall restore any damaged turf areas and grades due to vehicular or mechanical operations.

17.58.040(F). The applicant shall complete the tree removal, and tree replacement if required, within six months of receiving notification of the Landscape Review Committee's decision. The Landscape Review Committee may allow for additional time to complete the tree replacement to allow for planting in favorable seasons and to promote tree survivability.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #12. A condition of approval has been included to ensure that the applicant shall complete the tree removal within six (6) months of approval.

CONDITIONS FOR FINDING: That the applicant shall complete the tree removal within six (6) months of approval, or March 2, 2021.

17.58.040(G). Other conditions may be attached to the permit approval by the Landscape Review Committee as deemed necessary.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #11. A condition of approval has been included to ensure that the adjacent sidewalk panel that has been lifted and damaged by the tree's roots is repaired or replaced in accordance with City standards.

CONDITION FOR FINDING: That the applicant shall contact the McMinnville Engineering Department at (503) 472-7312 to assess sidewalk damage and obtain a sidewalk permit and repair or replace the damaged sidewalk, if needed, per City standards.

17.58.050 Review Criteria. A permit for major pruning or tree removal shall be granted if any of the following criteria apply:

- A. The tree is unsafe, dead, or diseased as determined by a Certified Arborist.
- B. The tree is in conflict with public improvements.
- C. The proposed removal or pruning is part of an approved development project, a public improvement project where no alternative is available, or is part of a street tree improvement program.
- D. Verification of tree health or a tree's impacts on infrastructure shall be required, at the expense of the applicant, by a Certified Arborist acceptable to the City.

APPLICANT'S RESPONSE: The tree is in conflict with sidewalk replacement. The trees have grown into the rain drain.

FINDING: SATISFIED. Staff concurs with the applicant's finding, but would note that an arborist's report was not included in the application materials. Evidence was provided and confirmed that the tree roots are damaging the public infrastructure. Therefore, criterion 'B' is met and removal of the tree is recommended.

17.58.090 Street Tree Standards.

- A. The species of the street trees to be planted shall be chosen from the McMinnville Street Tree List, as approved by Resolution 2016-22, unless approval of another species is given by the McMinnville Landscape Review Committee. The Landscape Review Committee may periodically update the McMinnville Street Tree List as necessary to reflect current arborist practices and industry standards.
- B. Street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.
- C. Small or narrow stature trees (under 25 feet tall and less than 16 feet wide branching) should be spaced no greater than 20 feet apart; medium sized trees (25 feet to 40 feet tall, 16 feet to 35 feet wide branching) should be spaced no greater than 30 feet apart; and large trees (over 40 feet tall and more than 35 feet wide branching) should be spaced no greater than 40 feet apart. Within residential developments, street trees should be evenly spaced, with variations to the spacing permitted as approved by the City for specific site limitations and safety purposes. Within commercial and industrial development staggered, or irregular spacing is permitted, as may be

Attachments:

Attachment 1 – Application and Attachments

- approved by the McMinnville Landscape Review Committee. When planting replacement trees within the Downtown Tree Zone, consideration shall be given to the height of adjacent buildings.
- D. When located adjacent to a local residential street or minor collector street, street trees shall be planted within a curbside landscape strip measuring a minimum of three (3) feet in width. Street trees adjacent to major collector streets or arterial streets shall be placed a minimum of four (4) feet from the back edge of the sidewalk. In no case shall a tree be planted closer than two and one-half (2 1/2) feet from the face of a curb. These standards may be superseded by design drawings and specifications as periodically developed and adopted by the City.
 - E. Street trees shall not be planted within ten (10) feet of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines, or within twenty (20) feet of street light standards or street intersections, or within five (5) feet of a private driveway or alley. New utility poles shall not be located within five (5) feet of an existing street tree. Variations to these distances may be granted by the Public Works Director and as may be required to ensure adequate clear vision.
 - F. Existing street trees shall be retained unless approved by the Planning Director for removal during site development or in conjunction with a street construction project. Sidewalks of variable width and elevation may be utilized as approved by the Planning Director to save existing street trees. Any street tree removed through demolition or construction within the street right-of-way, or as approved by the City, shall be replaced within the street right-of-way at a location approved by the city with a tree, or trees, of similar value. As an alternative the property owner may be required to pay to the City an amount sufficient to fund the planting and establishment by the city of a tree of similar value. The value of the existing street tree to be removed shall be calculated using the methods set forth in the edition then in effect of the "Guide for Plant Appraisal" published by the International Society of Arboriculture Council of Tree Landscape Appraisers. The developer or applicant shall be responsible for the cost of the planting, maintenance and establishment of the replacement tree.
 - G. Sidewalk cuts in concrete for tree planting shall be a minimum of four feet by six feet, with the long dimension parallel to the curb, and if located within the Downtown Tree Zone shall follow the design drawing or updated design drawings and specifications as periodically developed and adopted by the City.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS OF APPROVAL #5-9 and #11. Conditions of approval have been included to ensure that the City's street tree standards are met during the replacement of the street trees.

CONDITIONS FOR FINDING: That one (1) replacement street tree be planted in the SW Alexandria Street planter strip. The tree shall be an *Acer rubrum* 'Autumn Flame' (Autumn Flame Maple) per the Alexandria Addition approved street tree plan (L 22-97).

That replacement tree shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees' shall be healthy grown nursery stock with a single straight trunk, a well-developed leader with tops and roots characteristic of the species cultivar or variety. All trees' must be free of insects, diseases, mechanical injury, and other objectionable features when planted.

That the replacement tree shall be planted per the approved City detail. The applicant shall provide root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of the tree and the curb side of the tree. The root barrier protection shall be placed in 10-foot lengths, centered on the tree, and to a minimum depth of eighteen (18) inches. In addition, the tree shall be provided with two (2) deep watering tubes to promote deep root growth.

That the applicant shall contact the McMinnville Public Works Department at 503-434-7316 to discuss specific staking, watering tube requirements, and to schedule an inspection prior to backfilling the replacement tree's planting pit.

That the applicant is reminded that trees are not to be planted within:

- a. Five (5) feet of a private driveway or alley;
- b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
- c. Twenty (20) feet of street light standards or street intersections.

That the applicant shall contact the McMinnville Engineering Department at (503) 472-7312 to obtain a sidewalk permit and repair or replace the damaged sidewalk per City standards.

JF



Planning Department

231 NE Fifth Street • McMinnville, OR 97128
(503) 434-7311 Office • (503) 474-4955 Fax
www.mcminnvilleoregon.gov

509-20-000458-Plng

Office Use Only:

File No. L 28-20
Date Received 8-4-2020
Fee 150.00
Receipt No. 202782
Received by [Signature]

Street Tree Removal

Applicant Information

Applicant is: ☒ Property Owner ☐ Contract Buyer ☐ Option Holder ☐ Agent ☐ Other _____

Applicant Name Petra Rasmussen Phone 971-241-9199

Contact Name Roger Rasmussen Phone 971-241-9245
(If different than above)

Address 2190 SW Alexandria ST

City, State, Zip McMinnville OR 97128

Contact Email prasmussen2190@gmail.com

Property Owner Information

Property Owner Name _____ 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 2190 S.W. Alexandria ST

(Property nearest to tree(s) for removal)
Assessor Map No. R4430 AB -00320 Total Site Area 0.1768

Subdivision Alexandria Addition Block _____ Lot 45

Comprehensive Plan Designation Res Zoning Designation R-2 PD

Additional Information

1. How many trees are requested for removal? 1
2. What type (species) of tree(s) are they? MAPLE
3. What is the diameter of the tree(s), measured four feet above ground level? 58"
4. Why are you requesting the removal of the noted tree(s)? (See "Removal Criteria" on attached Information Sheet.) Explain which of the criteria is addressed through this application. _____


The Tree is in conflict with Sidewalk
Replacement.

The tree roots have grown into are plugging
the rain drain

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

- ☒ A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size), showing the location of the tree(s) subject to the removal request, property lines, sidewalks, adjacent utilities (including overhead), north direction arrow, and adjacent streets.
- ☒ Arborist report, photographs, and/or other information which would help substantiate or clarify your request.

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

3 Aug 2020

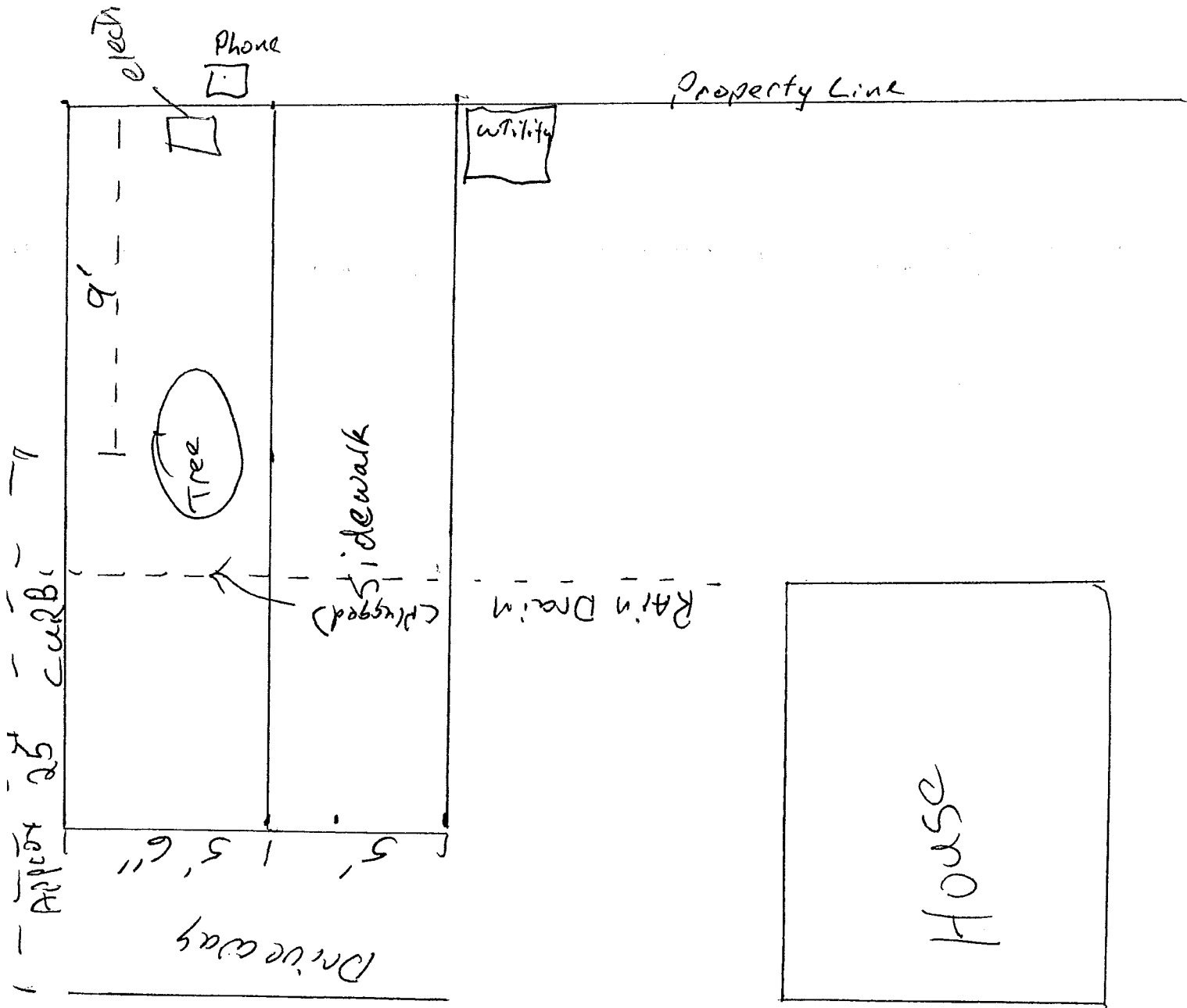
Date



Property Owner's Signature

3 Aug 2020

Date



1710 Commercial St NE
Salem, OR 97301
Phone: (503) 540-9038
Fax: (503) 540-9039
CCB 152991/ESB 3451



Estimate

Date	Estimate #
7/17/2020	68634

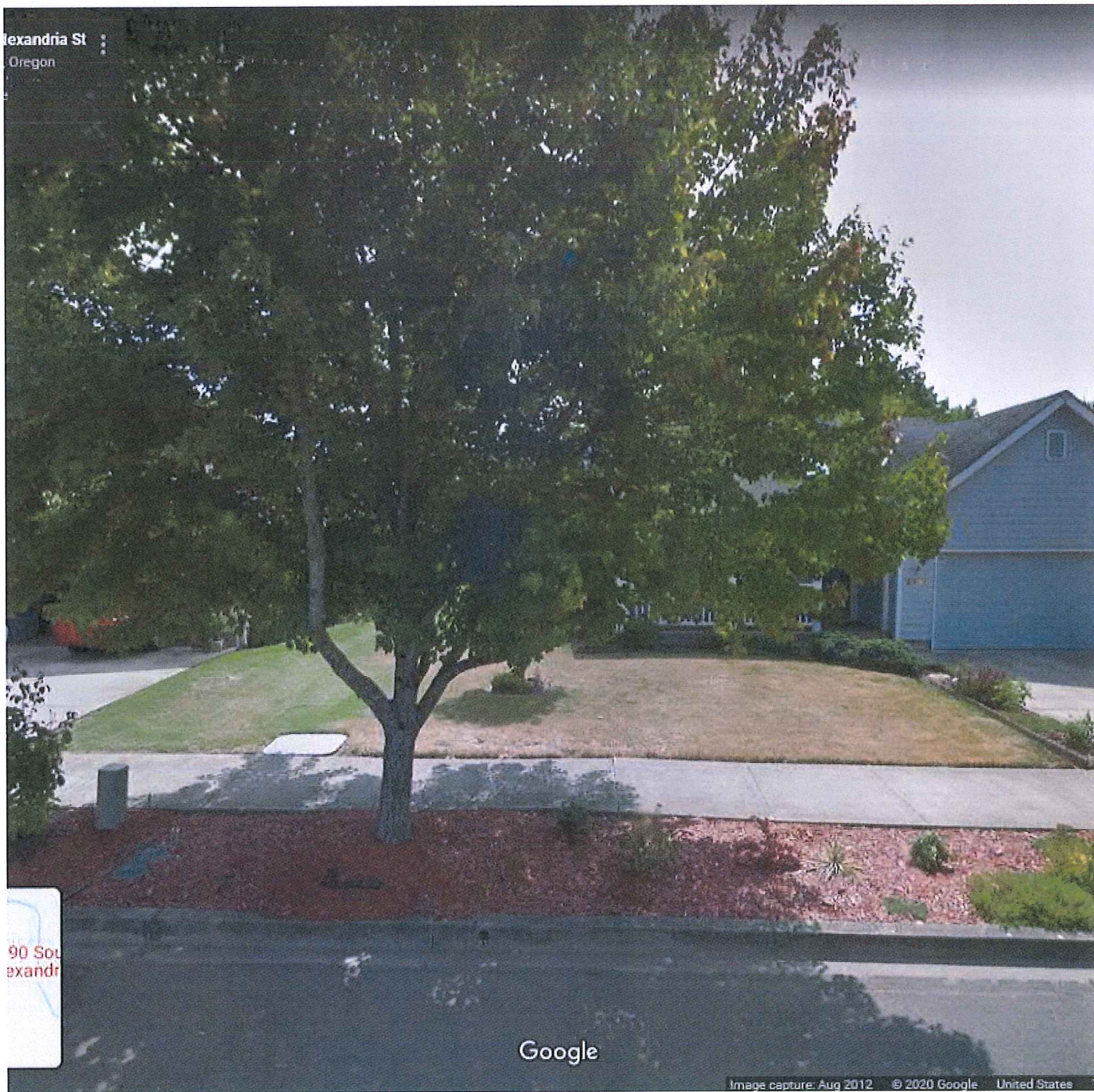
Name / Address
Roger Rasmussen 2190 SW Alexandria St McMinville, OR 97128

Description	Total
Maple tree left side of front yard in city strip: remove - recommend removal due to proximity of construction on sidewalk	800.00
Grind stump + chase roots - medium grinder	350.00
Remove is complete limb and brush removal, cutting larger trunk wood (if any) to approximately 16 – 20” length rounds and leaving rounds of wood at site of removal, unless otherwise noted above. Divots may be left in area. Foreign debris (i.e. concrete, nails, etc) found in tree may prevent R & R from completing removal, although this is rare. If you do not want the rounds of wood we have a list of people who will pick up wood for free and can provide that list to you upon request.	
Stump grinding to occur approximately 2 -3 business days after removal to allow R & R to provide notice to utility companies to mark underground lines.	
Stump to be ground to approximately 2 – 8” below grade. Shavings are not removed unless otherwise noted above. R & R will not be held responsible for damaging unmarked sprinkler systems and/or other private lines.	
Payment is due at the time of service. Check or cash to be provided to the work crew; credit card payment must be phoned in to the office at (503) 540-9038. A 2% fee will be added to all payments made by debit/credit card. Pre-payment is required if location will be unattended.	
R & R Notes: Roger 971-241-9245	
Jason Baker 503-269-6808	
Total	\$1,150.00

Website: www.rrtreeservice.com
Email: sales@rrtreeservice.com

Signature _____

Alexandria St
Oregon



90 So
Alexandria

Google

Image capture: Aug 2012 © 2020 Google United States T

