



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

www.mcminnvilleoregon.gov

**Landscape Review Committee
ZOOM Online Meeting
Wednesday, February 17, 2021 - 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/518962842?pwd=aEdRd2JjaThJSVNXdndKcHJyb0hiZz09>

Meeting ID: 518 962 842
Passcode: 694642

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

Committee Members	Agenda Items
John Hall Chair	1. Call to Order
	2. Citizen Comments
	3. Approval of Minutes
Rob Stephenson Vice-Chair	A. August 5, 2020 (Exhibit 1)
	4. Action Items
	A. L 3-20 – Landscape Plan Review (Exhibit 2) 2090 NE Colvin Court
Josh Kearns	B. L 1-21 – Landscape Plan Review (Exhibit 3) 1400 NE Alpha Drive
	C. 2021 LRC Work Plan (Exhibit 4)
Patty Sorensen	5. Discussion Items
	6. Old/New Business
Carlton Davidson	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 - MINUTES

August 5, 2020
Landscape Review Committee
Regular Meeting

12:00 pm
Zoom Meeting
McMinnville, Oregon

Members Present: Tim McDaniel, Sharon Gunter, John Hall, Josh Kearns, and Rob Stephenson

Members Absent:

Staff Present: Jamie Fleckenstein - Associate Planner

Guests Present:

1. Call to Order

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

2. Citizen Comments

None

3. Approval of Minutes

None

4. Action/Docket Item (repeat if necessary)

None

5. Discussion Items

A. MMC Chapter 17.57-Landscaping code review

Associate Planner Fleckenstein said the Committee would be reviewing Landscaping Code Chapter 17.57.

There was discussion regarding Section A, Purpose and Intent,

Associate Planner Fleckenstein thought the language in the first line that said, "provide guidelines and standards" was not clear. The consensus was to remove the word "provide" and say the

“guidelines and standards will be.” There was also consensus to add “supporting the health, safety, and welfare of the public” as a guideline and standard.

There was discussion regarding Section B, Promoting Compatibility Between Land Uses.

Associate Planner Fleckenstein noted it specifically mentioned lighting impacts and lighting was not something that the Committee addressed in landscape plans. It might be something to add to the landscape plan submittal requirements.

There was consensus to add “landscape lighting” to the submittal requirements.

Sections C, D, and E

Chair Stephenson thought for Letter F where it stated, “encourage the use of plants native to the Willamette Valley” should be changed. There was consensus to change it to “encourage the use of plants adapted to the appropriate zone.”

There was discussion regarding including the definition of landscaping in 17.57.020, as defined in 17.06.035. There was further discussion regarding the definition of “gross area” in 17.57.070 and how much landscaping should be hard scape and how much should be soft scape, coverage of the planting material percentage per soft scape area, did a tree qualify in that percentage, what was the percentage for each level of landscaping including groundcover, mid-height plants, and trees, and if barkdust met the living groundcover requirement.

Associate Planner Fleckenstein said in 17.57.030, every zone except for the residential zones required landscaping. In 17.57.040 there were specific uses for requiring landscaping. There was consensus to include RV parks in .040 if they were not included elsewhere in the code. There was also consensus to add public improvement projects to .040.

Associate Planner Fleckenstein said 17.57.050 had to do with the submittal and review process.

Chair Stephenson was concerned about the language in Section B, the last sentence, “failure to review within 30 days shall be considered as approval of the plan.”

Associate Planner Fleckenstein said the intention was to provide timely response and review of applications. Landscape plans were tied to building permits and if there was a development waiting for approval of the landscape, it might delay the development. He suggested changing it to “30 days after the landscape plan was deemed complete.”

There was consensus to eliminate the language that it would automatically be approved if it was not reviewed in 30 days.

Associate Planner Fleckenstein said in subsection C the first line would be cleaned up to leave out the word “requirements” because there were no clear and objective requirements outside of the percentages.

For the next section of code, Committee Member Kearns thought they needed to require better drawings for landscape plans.

Chair Stephenson said in Section B it should be “common and botanical” plants and it should be clarified that the required size should be at time of planting.

There was consensus that the drawings needed to be drawn to scale with plant material drawn to scale at maturity, and any special notations in the schedule should include both common and botanical names for each species. There should also be a north arrow on the plan.

6. Old/New Business

None

7. Committee Comments

None

8. Staff Comments

None

9. Adjournment

Chair Stephenson adjourned the meeting at 1:03 p.m.



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EXHIBIT 2 - STAFF REPORT

DATE: February 17, 2021
TO: Landscape Review Committee Members
FROM: Jamie Fleckenstein, Associate Planner
SUBJECT: Agenda Item 4A – Landscape Plan Review Application (L 3-20)

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 review by the Landscape Review Committee of an application for a landscape plan (L 3-20) for a new industrial development at 2090 NE Colvin Court. 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 site is located at 2090 NE Colvin Court and is more specifically described as Tax Lot 3315, Section 15, T. 4 S., R. 4 W., W.M. The subject property is a flag lot located at the northern end of NE Colvin Court. **See Figure 1 (Vicinity Map).** The property is zoned M-2PD (General Commercial Planned Development) and is within the Northeast Industrial Area Planned Development Overlay District (Ordinance 4135). **See Figure 2 (Zoning Map).**

The subject property is approximately 2.54 acres. Adjacent property to the north, south, and west is zoned M-2PD, and property to the east is outside of City limits but is the site of the McMinnville Wastewater Treatment facility. The adjacent property to the north is undeveloped. The property to the west is developed with an industrial manufacturing use. The adjacent property to the south is also owned and used by Pacific North Construction.

The site is currently graveled for use as construction storage, and a covered storage area is in the southeast corner of the property. The proposed site plan features a centrally located 9,600 square foot construction office and shop. Access for vehicles is provided from Colvin Court through the “pole” of the flag lot to the office and associated parking. Proposed landscaping is focused around the north, east,

Attachments:

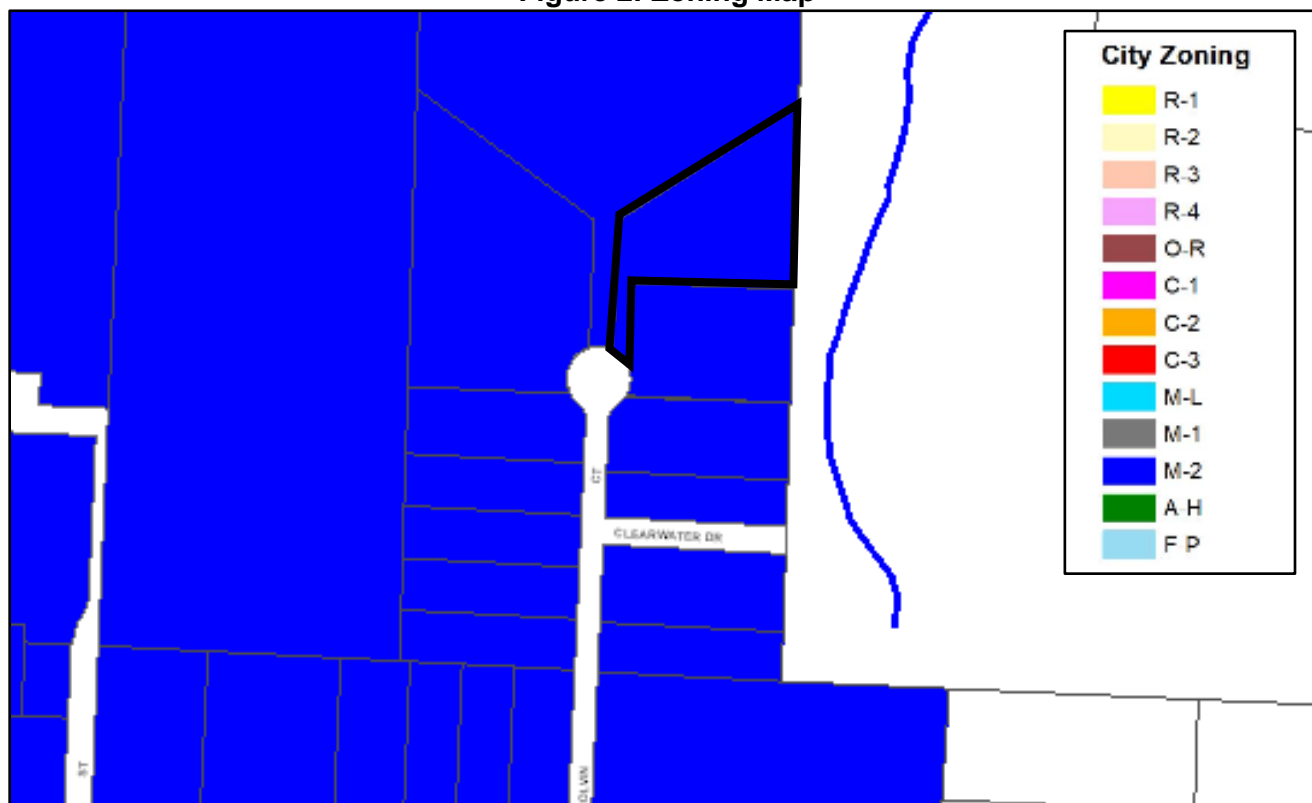
Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for a New Industrial Development at 2090 NE Colvin Court

and west edges of the property. No landscaping is proposed where the site borders the parcel to the south under the same ownership. **See Figure 3 (Site Utility Plan), Figure 4(Landscape Plan) and Figure 5 (Planting Area Details and Plant Schedule).**

Figure 1: Vicinity Map (Subject Site Approximate)



Figure 2: Zoning Map



Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for a New Industrial Development at 2090 NE Colvin Court

Figure 3: Site Utility Plan

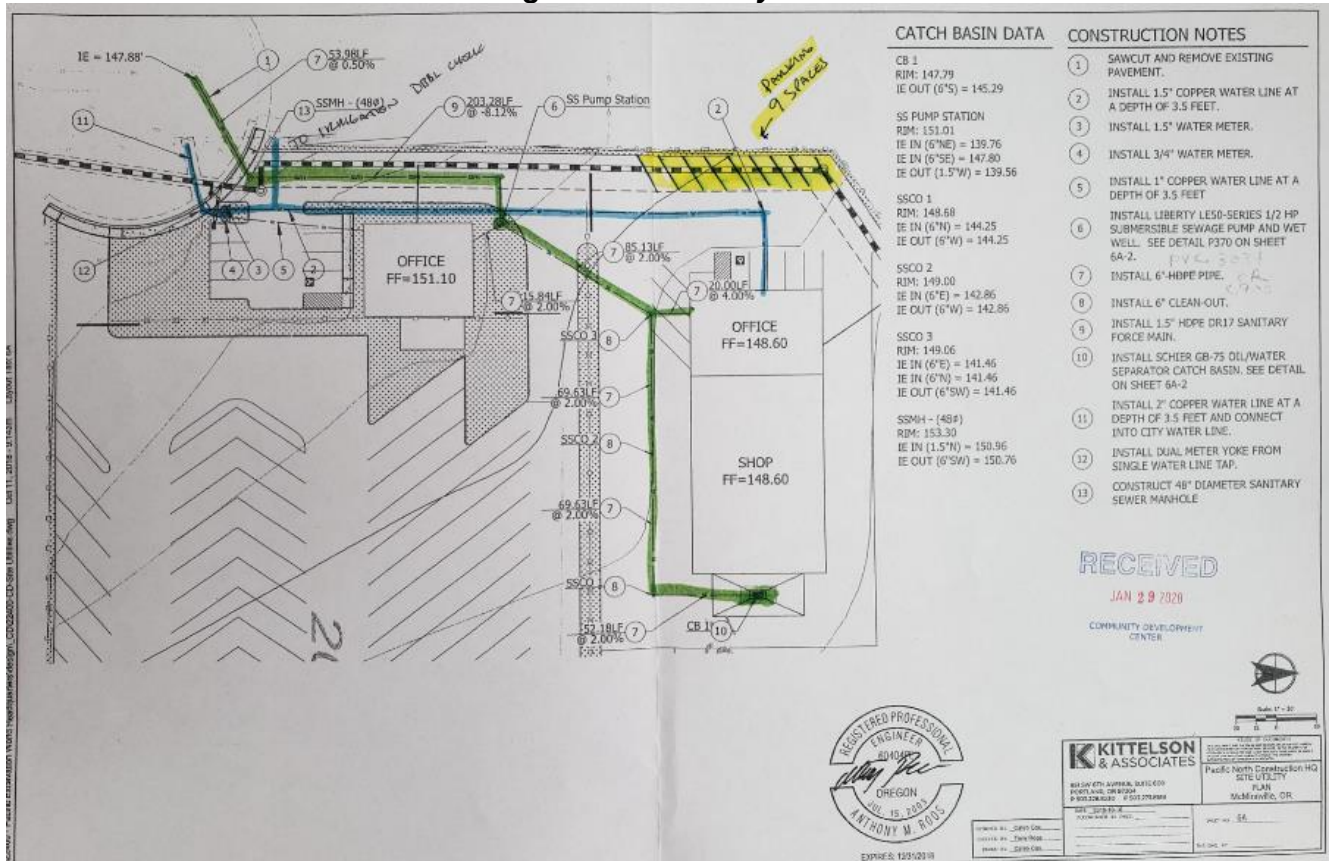
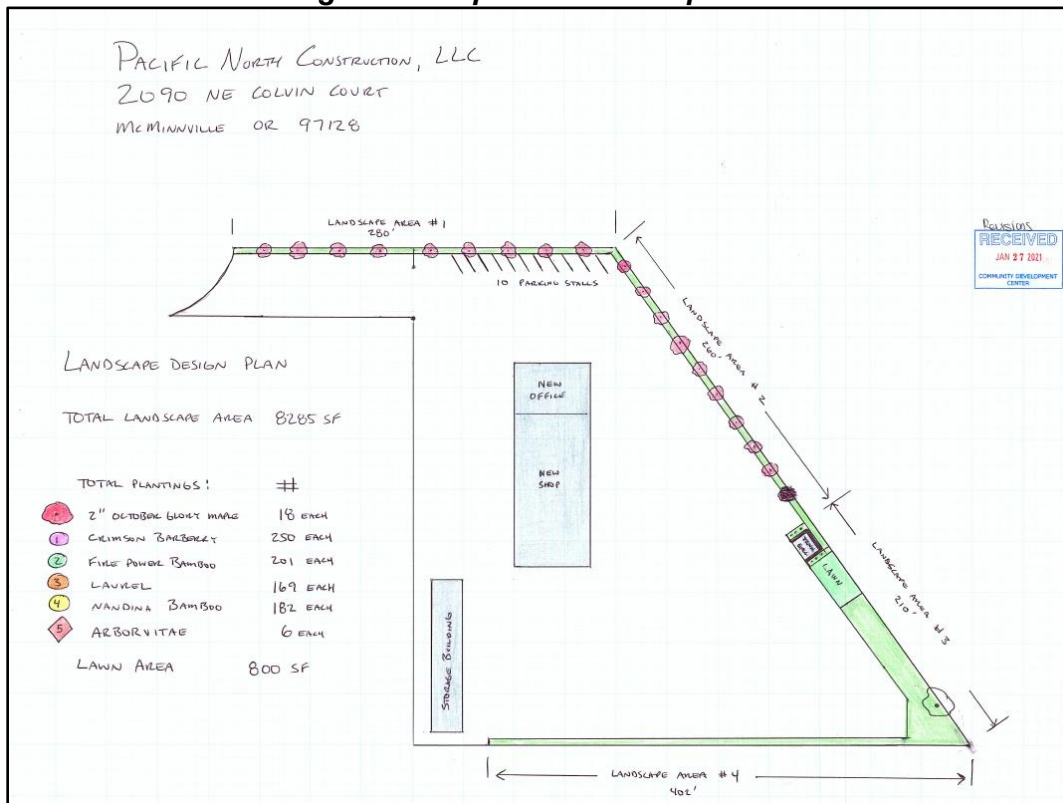
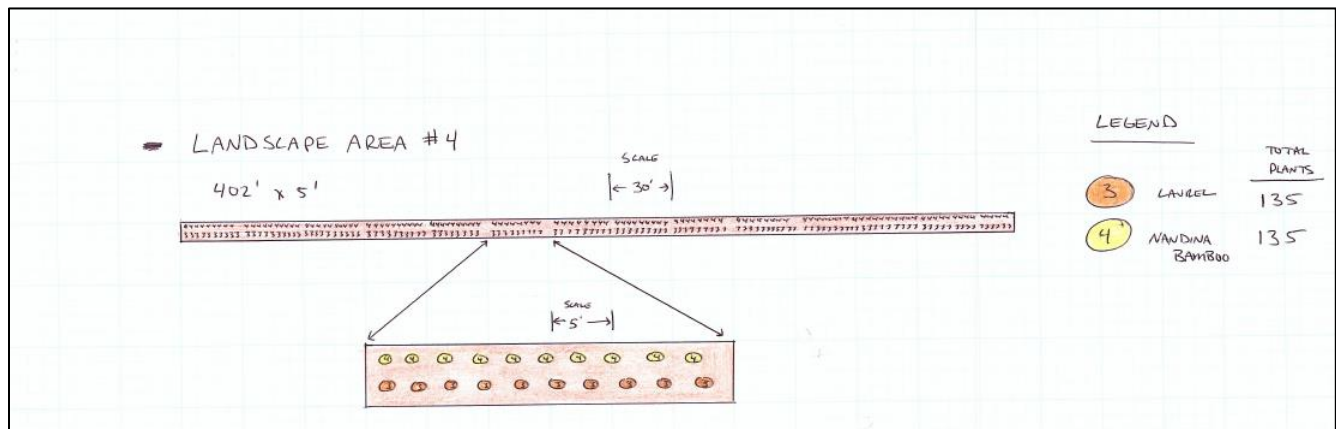
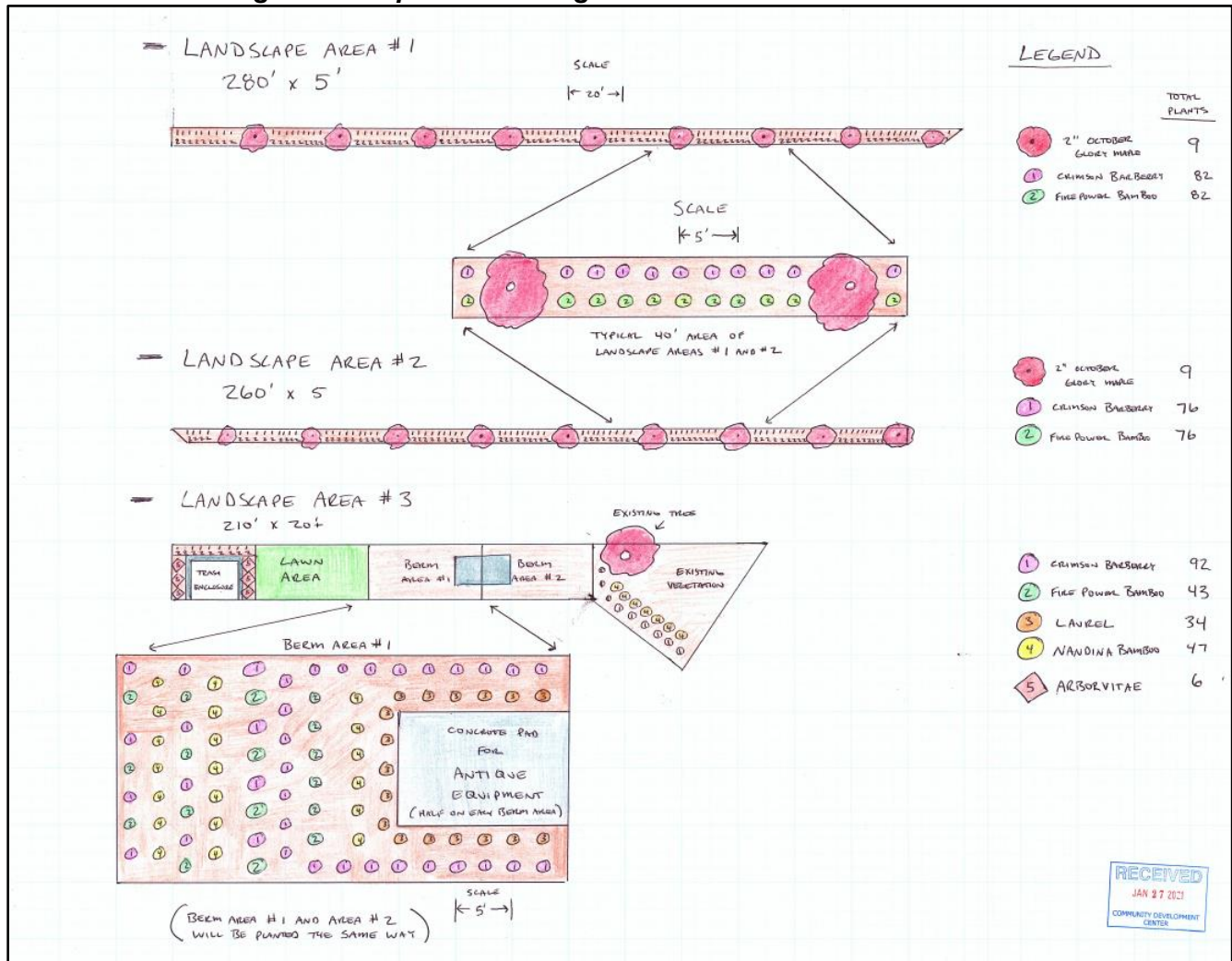


Figure 4: Proposed Landscape Plan



Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for a New Industrial Development at 2090 NE Colvin Court

Figure 5: Proposed Planting Area Details and Plant Schedule**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

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Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for a New Industrial Development at 2090 NE Colvin Court

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 M-2 (General Industrial) 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)

	Total Site Area (s.f.)	Landscape Provided (s.f.)	Percentage Provided	Percentage Required (Industrial)
Contractor Equipment Storage (Industrial)	110,643	8,285	7.5%	7.0%

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"> Planting focused around perimeter of site includes shade trees variety of shrubs Landscaped berm for screening and for display of antique equipment 	None
Screening the proposed use	<ul style="list-style-type: none"> Perimeter planting on north, east and west of site to screen from adjacent properties Shade trees, evergreen shrubs provide screening & buffering Trash enclosure screened 	None
Retention of existing trees	<ul style="list-style-type: none"> Existing tree and natural areas in NW corner incorporated into landscape plan 	None
Parking lot islands and planting	<ul style="list-style-type: none"> Landscaping, including shade trees provided on three sides of parking area in front of building Evergreen hedge screens parking provided along north property line 	None
Use of suitable street trees	<ul style="list-style-type: none"> Street trees not required (flag lot with no curbside planter strip) No prohibited trees within the parking area 	None

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for a New Industrial Development at 2090 NE Colvin Court

Issue	Notes	Condition to Help Meet Criteria
Irrigation system or water facilities	<ul style="list-style-type: none"> Automatic irrigation to be provided to planting areas 	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 January 27, 2021 and shall comply with required conditions of approval.
2. 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. Tree trunks shall not be placed within ten (10) feet 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.
3. 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

- McMinnville Public Works Department

In reviewing the submittals, it appears that all of the proposed landscaping improvements are outside of the public right of way. As such, this would be outside our purview, and Public Works would have no comments to offer.

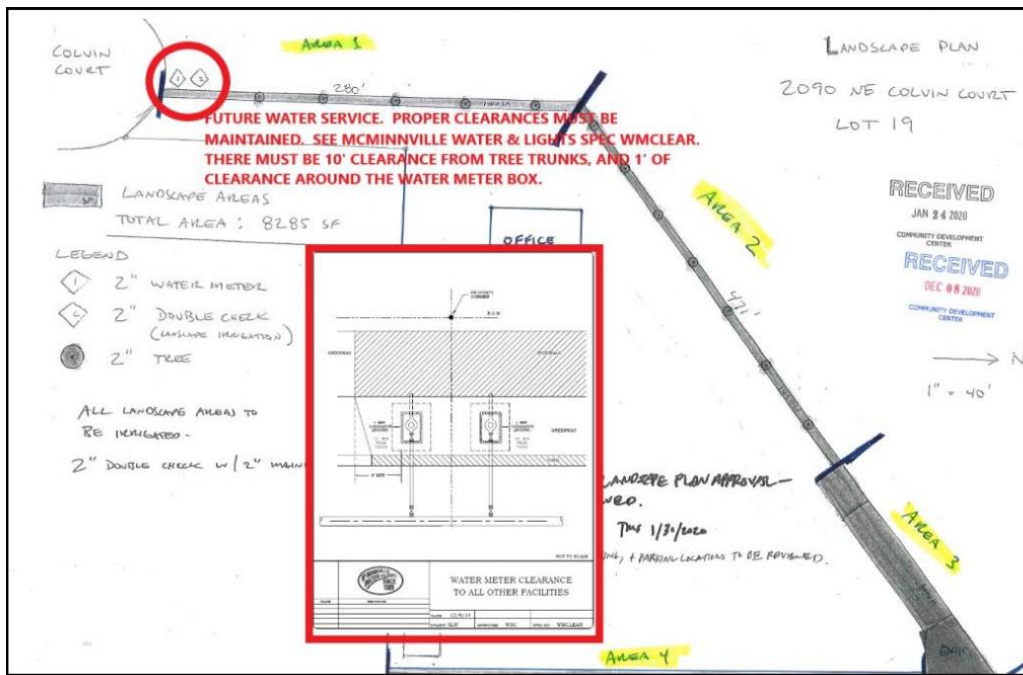
[...] thanks for the opportunity to revisit this. In talking with Larry, the bulk of the easement will be used for access. Our revised comment would be to require that the trees be planted along the western edge of the storm easement as opposed to directly over the pipe.

- McMinnville Water and Light

Future water service must have proper clearances. See McMinnville Water & lights Spec WMCLEAR. There must be a 10' clearance from tree trunks, and 1' of clearance around the water meter box.

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for a New Industrial Development at 2090 NE Colvin Court



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 3-20 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 a New Industrial Development at 2090 NE Colvin Court



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DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN REVIEW FOR A NEW INDUSTRIAL DEVELOPMENT AT 2090 NE COLVIN COURT

DOCKET: L 3-20 (Landscape Plan Review)

REQUEST: Approval of a Landscape Plan for a new industrial development for Pacific North Construction at 2090 NE Colvin Court

LOCATION: 2090 NE Colvin Court (Tax Lot 3315, Section 15, T. 4. S., R. 4 W., W.M.)

ZONING: M-2PD (General Industrial Planned Development)

APPLICANT: Dave Olson, Pacific North Construction

STAFF: Jamie Fleckenstein, PLA, Associate Planner

DATE DEEMED COMPLETE: December 22, 2020

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

DECISION DATE & LOCATION: February 17, 2021, Community Development Center, 231 NE 5th Street, McMinnville, Oregon, and Zoom Online Meeting ID 518 962 842.

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 3-20) **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 applicant, Dave Olson of Pacific North Construction, submitted a landscape plan review application (Docket L 3-20) seeking approval of a landscape plan for a new industrial development for Pacific North Construction.

The subject site is located at 2090 NE Colvin Court and is more specifically described as Tax Lot 3315, Section 15, T. 4 S., R. 4 W., W.M. The subject property is a flag lot located at the northern end of NE Colvin Court. **See Figure 1 (Vicinity Map).** The property is zoned M-2PD (General Commercial Planned Development) and is within the Northeast Industrial Area Planned Development Overlay District (Ordinance 4135). **See Figure 2 (Zoning Map).**

The subject property is approximately 2.54 acres. Adjacent property to the north, south, and west is zoned M-2PD, and property to the east is outside of City limits but is the site of the McMinnville Wastewater Treatment facility. The adjacent property to the north is undeveloped. The property to the west is developed with an industrial manufacturing use. The adjacent property to the south is also owned and used by Pacific North Construction.

The site is currently graveled for use as construction storage, and a covered storage area is in the southeast corner of the property. The proposed site plan features a centrally located 9,600 square foot construction office and shop. Access for vehicles is provided from Colvin Court through the “pole” of the flag lot to the office and associated parking. Proposed landscaping is focused around the north, east, and west edges of the property. No landscaping is proposed where the site borders the parcel to the south under the same ownership. **See Figure 3 (Site Utility Plan), Figure 4 (Landscape Plan) and Figure 5 (Planting Area Details and Plant Schedule).**

Figure 1: Vicinity Map (Subject Site Approximate)



Attachments :

Attachment 1 – Application and Attachments

Figure 2: Zoning Map

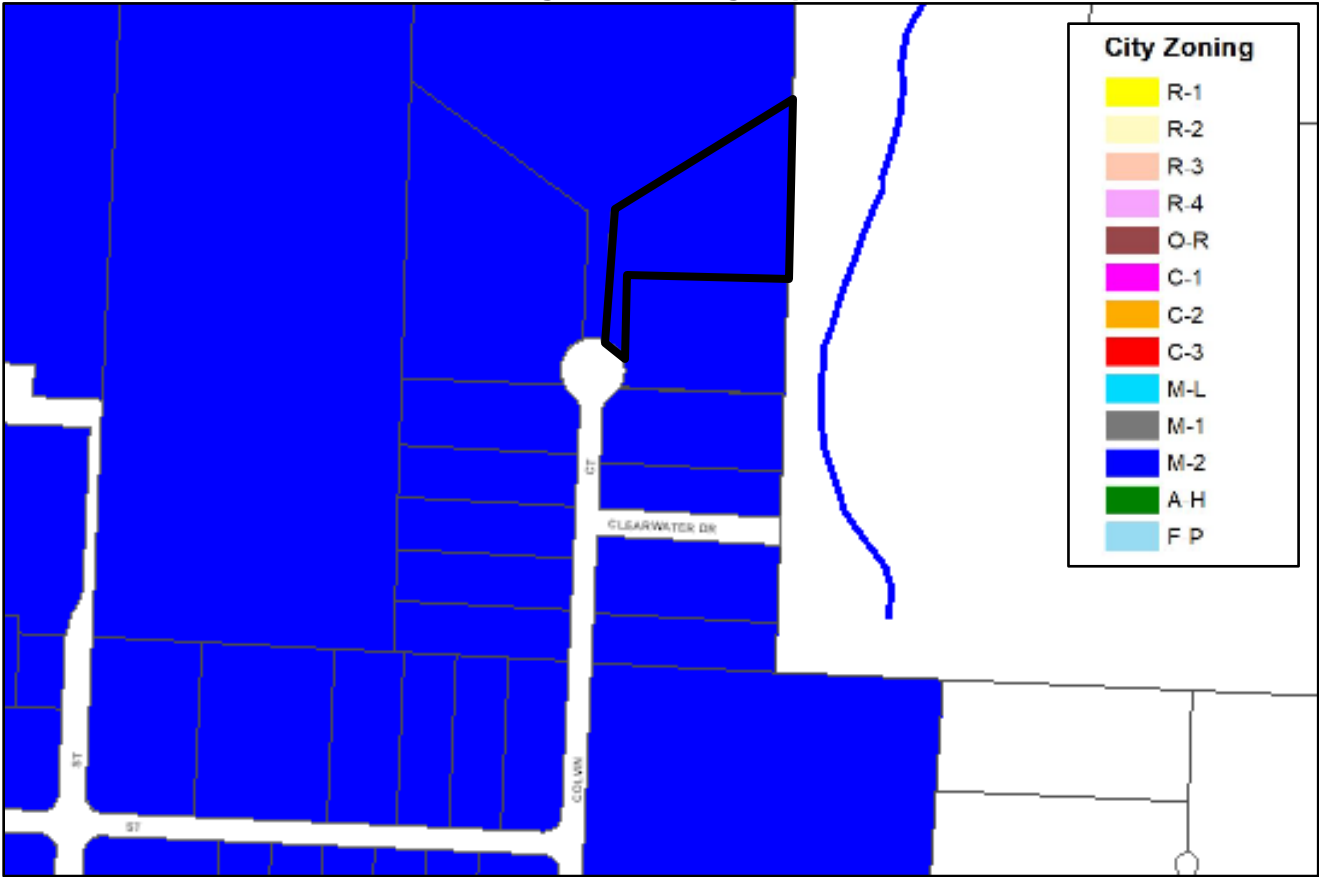


Figure 3: Site Utility Plan

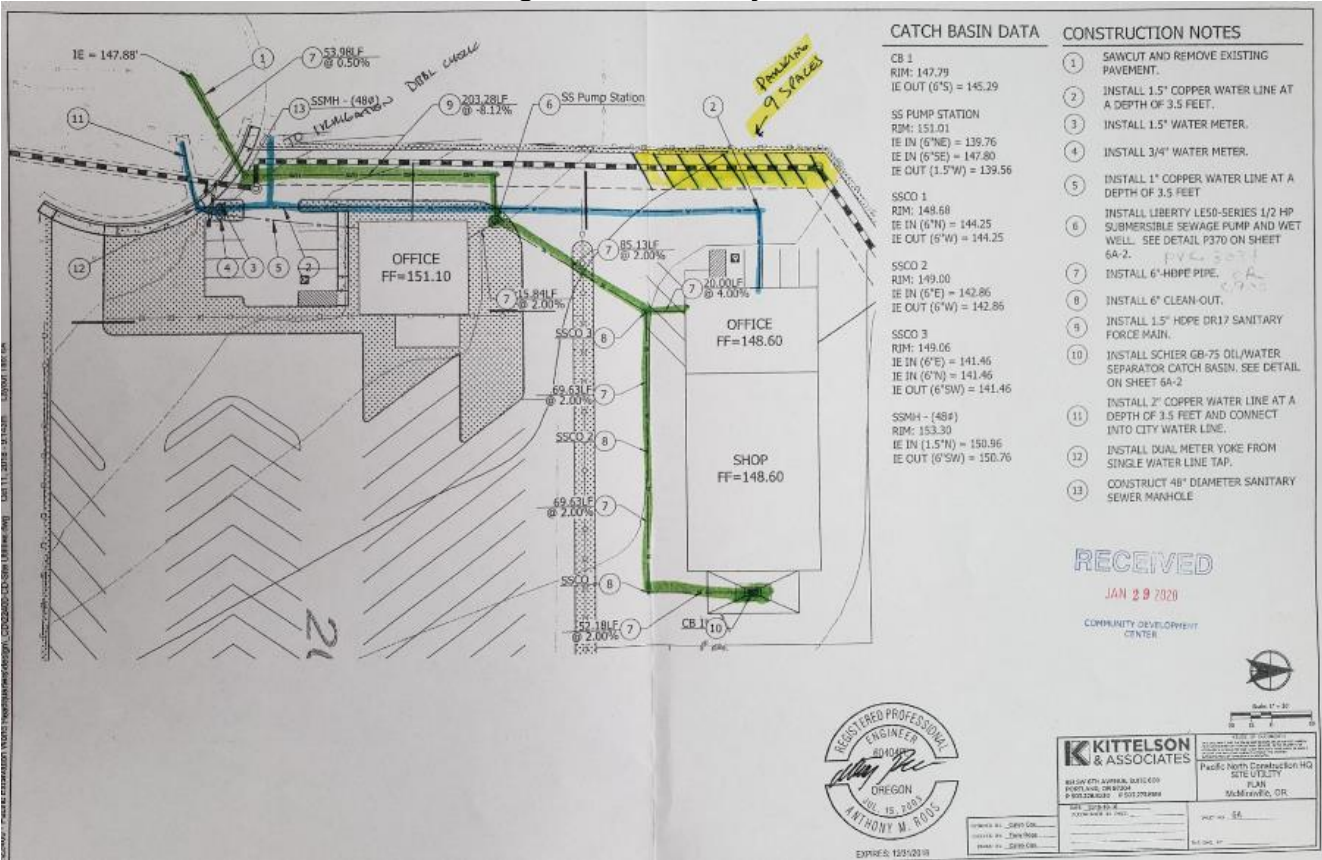


Figure 4: Proposed Landscape Plan

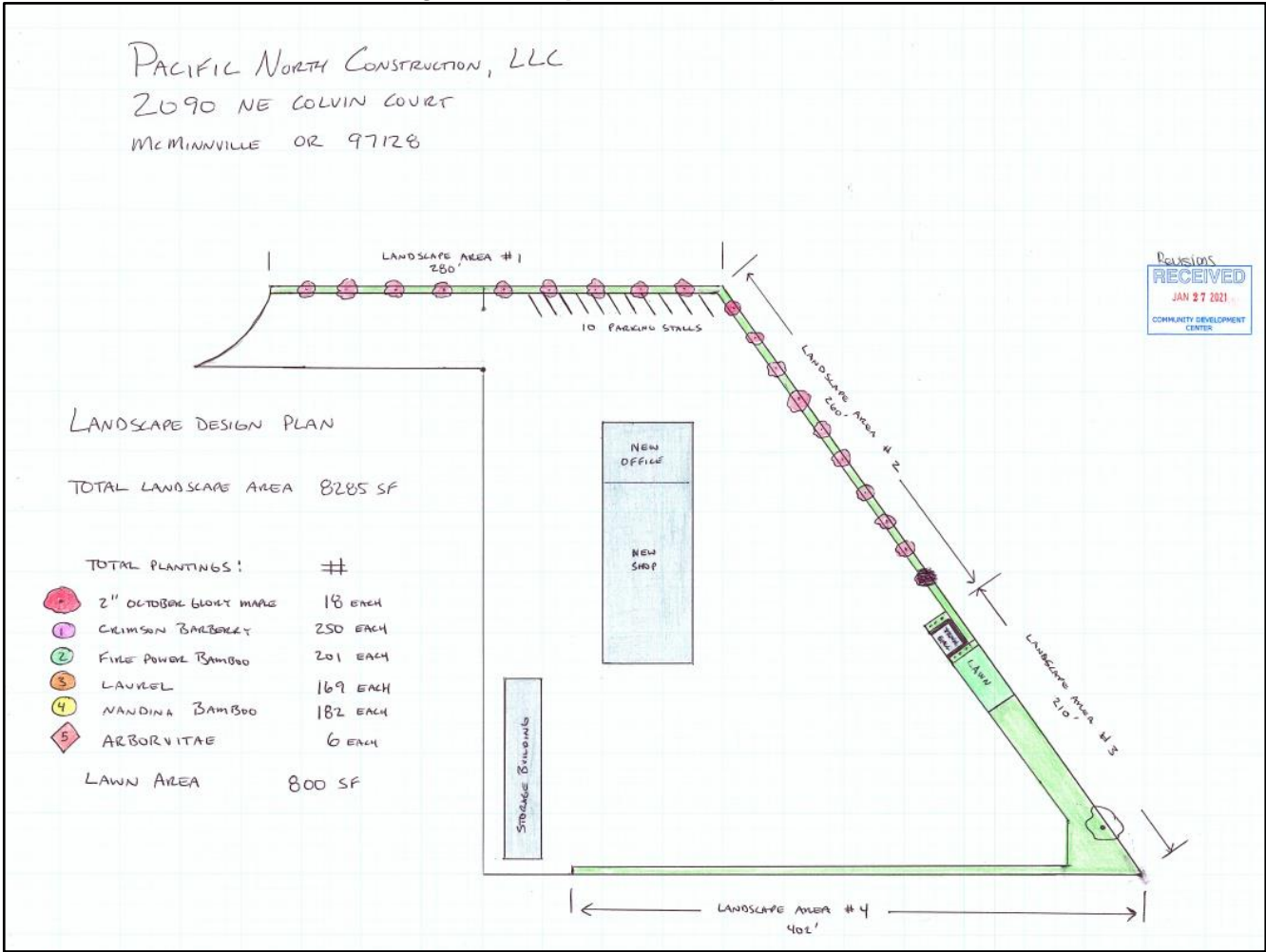
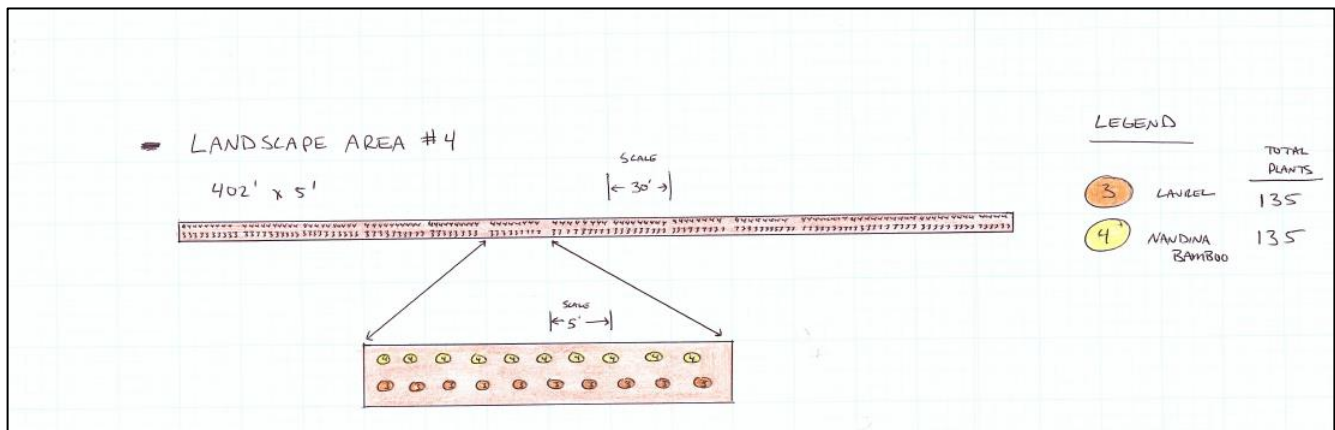
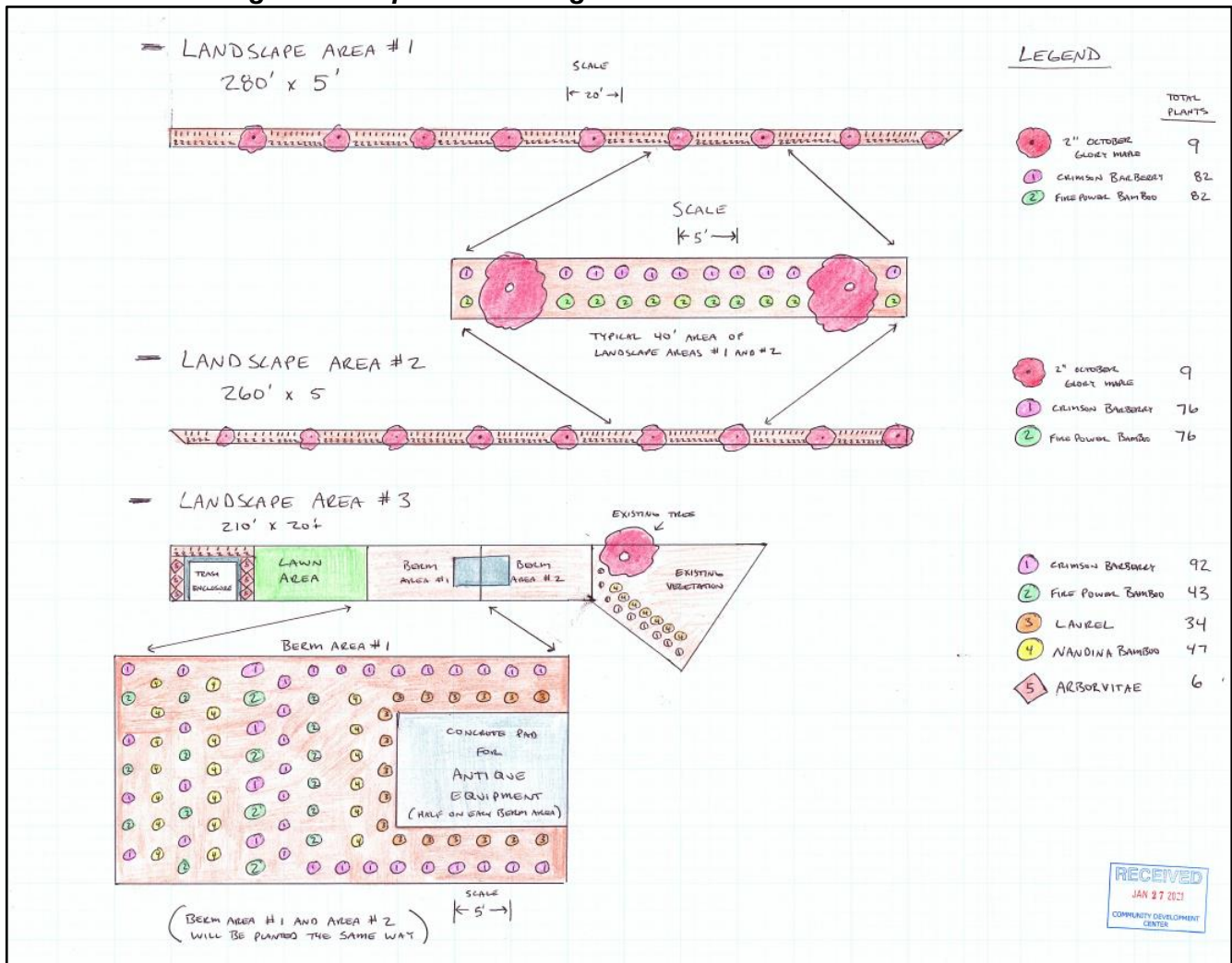


Figure 5: Proposed Planting Area Details and Plant Schedule**Summary of Criteria & Issues**

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.

Attachments:

Attachment 1 – Application and Attachments

The proposed development is on land zoned M-2PD (General Industrial Planned Development). McMinnville Municipal Code (MMC) Section 17.57.030 requires landscaping in the M-2 zone. Therefore landscaping is required subject to the criteria and standards described in MMC Chapter 17.57-Landscaping.

No additional landscaping criteria and standards are required by the M-2 (General Industrial) base zone or in the Northeast Industrial Area Planned Development Overlay (Ordinance No. 4135).

II. CONDITIONS:

1. That the applicant shall install landscaping as shown on the landscape plans received by the Planning Department on January 27, 2021 and shall comply with required conditions of approval.
2. 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. Tree trunks shall not be placed within ten (10) feet 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.
3. 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 3-20 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 were received:

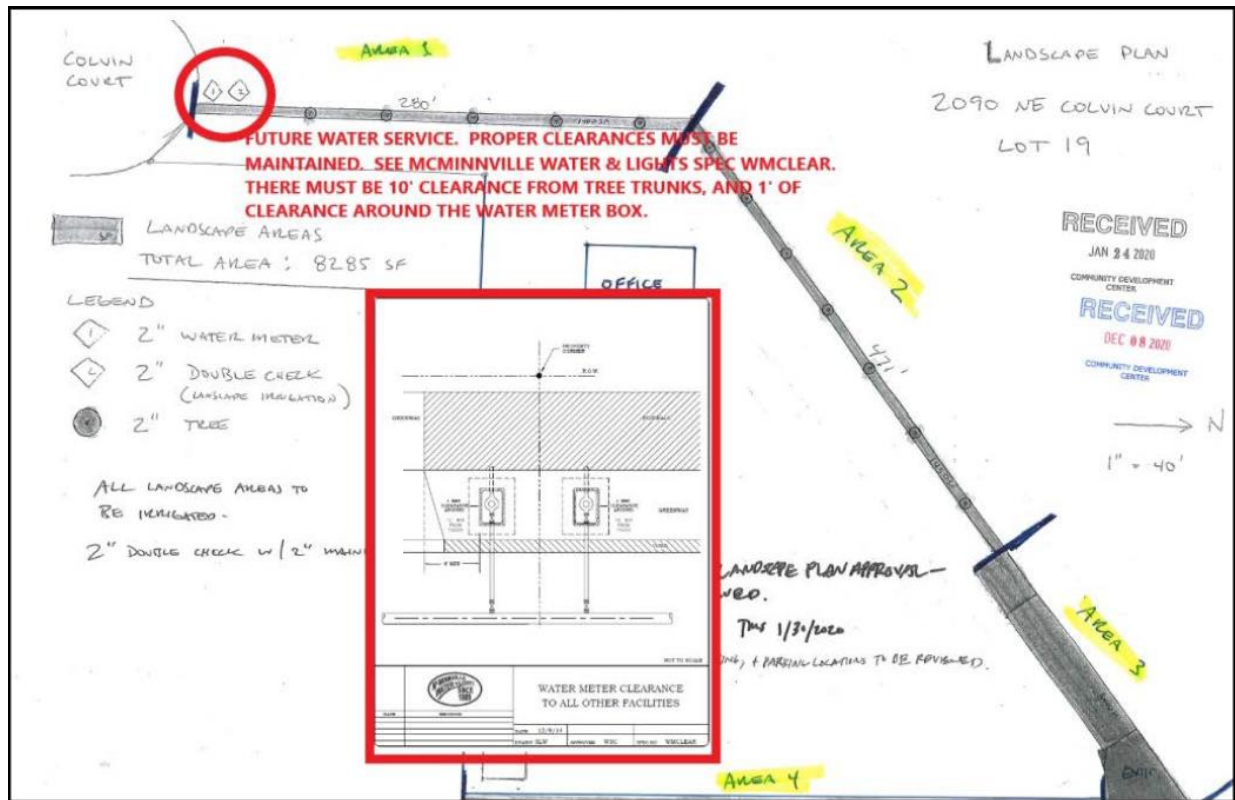
- McMinnville Public Works Department

In reviewing the submittals, it appears that all of the proposed landscaping improvements are outside of the public right of way. As such, this would be outside our purview, and Public Works would have no comments to offer.

[...] thanks for the opportunity to revisit this. In talking with Larry, the bulk of the easement will be used for access. Our revised comment would be to require that the trees be planted along the western edge of the storm easement as opposed to directly over the pipe.

- McMinnville Water and Light

Future water service must have proper clearances. See McMinnville Water & lights Spec WMCLEAR. There must be a 10' clearance from tree trunks, and 1' of clearance around the water meter box.



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, Dave Olson of Pacific North Construction, submitted a landscape plan review application on January 24, 2020.
2. The application was deemed incomplete on February 21, 2020.
3. Revised application materials were submitted on December 8, 2020.
4. The application was deemed complete on December 22, 2020.
5. The applicant requested a continuance of the application on January 22, 2020.
6. 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.
7. 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.
8. A public meeting was held by the Landscape Review Committee on February 17, 2021 to review the application and proposed landscape plan.

Attachments:

Attachment 1 – Application and Attachments

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** 2090 NE Colvin Court (Tax Lot 3315, Section 15, T.4 S., R. 4 W., W.M.)
2. **Size:** 2.54 acres
3. **Comprehensive Plan Map Designation:** Industrial
4. **Zoning:** M-2PD (General Industrial Planned Development)
5. **Overlay Zones/Special Districts:** Northeast Industrial Planned Development Overlay District (Ordinance 4135)
6. **Current Use:** Contractor Equipment Storage
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** None
 - b. **Other:** None
8. **Other Features:**
 - a. **Slopes:** The site is relatively flat.
 - b. **Easements:** A 20 foot wide storm drainage easement is present along the western, northern, and eastern edges of the site.
9. **Utilities:**
 - a. **Water:** The property is served by a water main in NE Colvin Court. The treatment plant has sufficient treatment capacity.
 - b. **Sewer:** The property is served by a sewer main in NE Colvin Court. The municipal water reclamation facility has sufficient capacity to accommodate expected waste flows resulting from the use.
 - c. **Stormwater:** The property is served by a stormwater sewer main in NE Colvin Court.
 - d. **Other Services:** Other services are available to the property. Overhead utilities are present adjacent to the property at the Colvin Court cul-de-sac.
10. **Transportation:** NE Colvin Court is classified as a Local Street in the Transportation System Plan (TSP).

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:

Attachments:

Attachment 1 – Application and Attachments

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 IV 6: TO INSURE INDUSTRIAL DEVELOPMENT THAT MAXIMIZES EFFICIENCY OF LAND USES, THAT IS APPROPRIATELY LOCATED IN RELATION TO SURROUNDING LAND USES, AND THAT MEETS NECESSARY ENVIRONMENTAL STANDARDS.

Locational Policies:

Policy 54.00: The City of McMinnville shall establish industrial planned development ordinances which shall be placed over the future industrial areas designated on the McMinnville Comprehensive Plan Map, the industrial reserve area, and certain existing industrially designated areas within the city limits. The overlay shall also be applied to any areas which are in the future designated for future industrial use through an amendment to the comprehensive plan map. The overlays shall provide standards to control the nuisance and negative environmental effects of industries. These controls shall cover, but not be limited to, the following areas:

- 1. Landscaping and screening*
- 2. Noise suppression*
- 3. Light and heat suppression*
- 4. Pollution control for air, water, and land*
- 5. Energy impacts*
- 6. Traffic impacts*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The subject site is within the Northeast Industrial Planned Development Overlay District (Ordinance No. 4135). Landscaping and screening requirements of the planned development overlay district shall apply.

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

Attachments :

Attachment 1 – Application and Attachments

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.

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

Attachments :

Attachment 1 – Application and Attachments

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 is within the M-2 (General Industrial) zone, therefore landscaping is required subject to landscaping requirements of industrial 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:

1. Industrial, 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: None.

FINDING: SATISFIED. The subject site is approximately 2.54 acres, or 110,643 square feet. The application indicates that 8,285 square feet of landscaping is provided over the entire site.

	Total Site Area (s.f.)	Landscape Provided (s.f.)	Percentage	Percentage Required
Contractor Equipment Storage (Industrial)	110,643	8,285	7.5%	7.0%

The proposed landscaping area of seven and one-half (7.5) percent exceeds the seven (7) percent minimum landscaping requirement for industrial development. Therefore this standard is met.

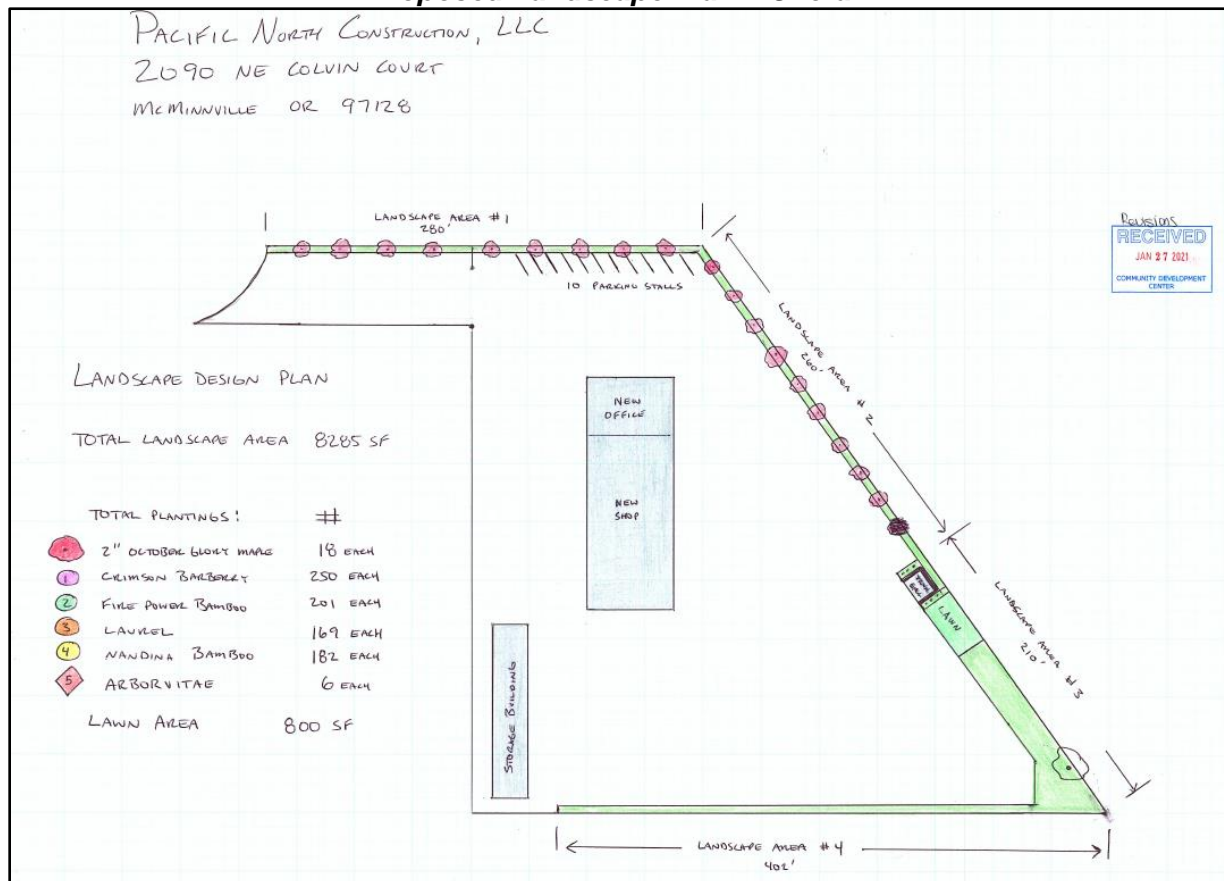
17.57.070(B). The following factors shall be considered by the applicant when planning the landscaping in order to accomplish the purpose set out in Section 17.57.010. The Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:

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

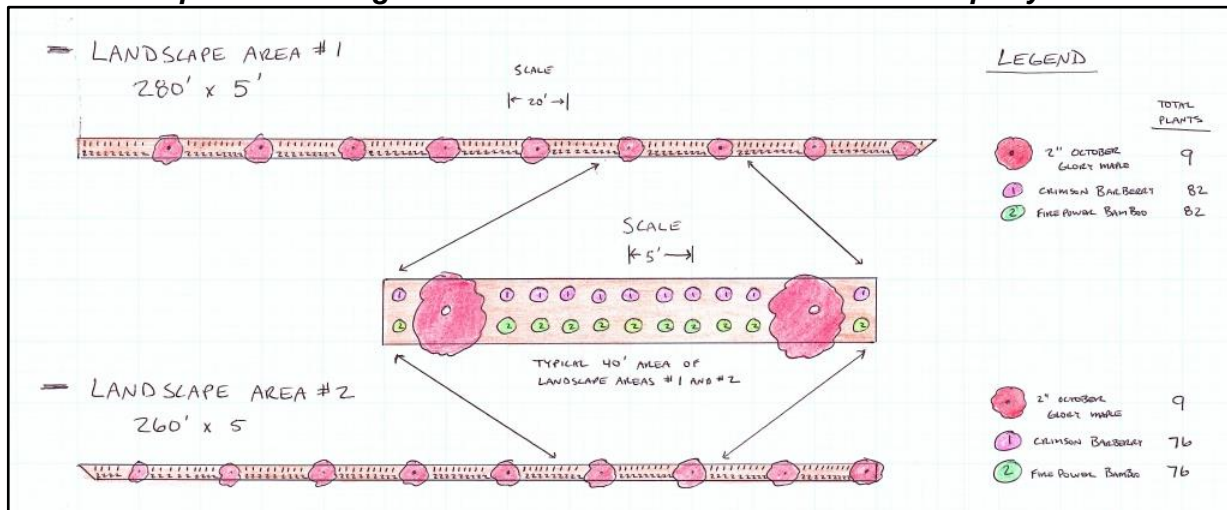
APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The proposed site plan for the development project includes a new 9,600 square foot building centrally located on the site, and an existing covered storage structure in the southeast corner of the site. The majority of the site surrounding the building will be paved to provide construction vehicle and equipment access and storage, with parking proposed along the western property line. A trash enclosure is located along the northern property line. A 20 foot wide storm drainage easement that will be used primarily for access to manholes and underground pipes is located along the eastern, northern, and western property lines. Proposed landscaping is focused around the perimeter of the site, specifically the eastern, northern, and western edges.

Proposed Landscape Plan – Overall



Proposed Planting Area 1 & 2 Detail – West & Northwest Property Line



Attachments:

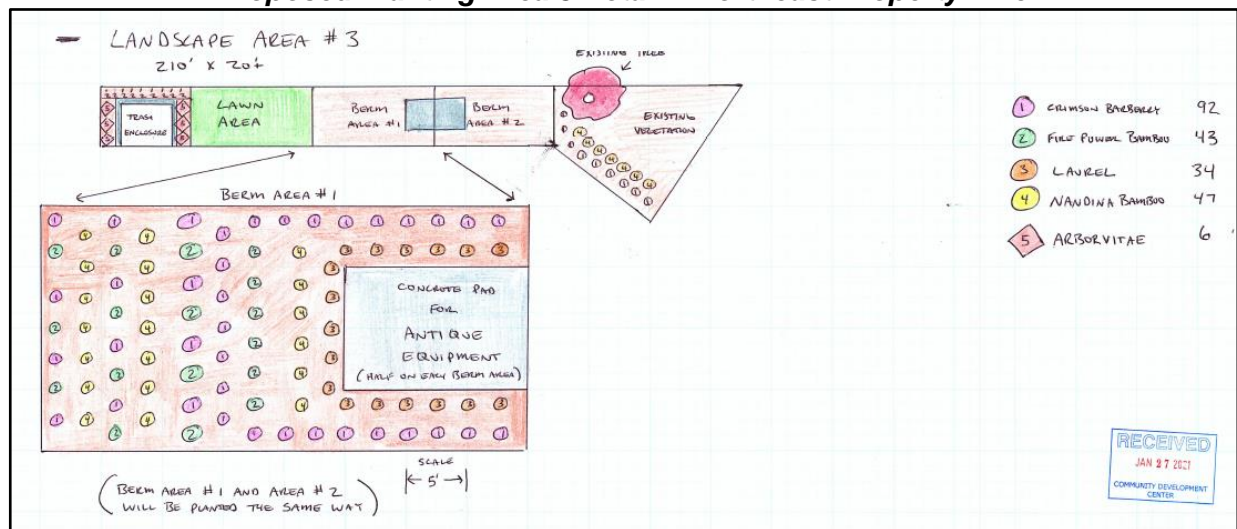
Attachment 1 – Application and Attachments

Proposed landscaping along the western property line will occur in a planting area five (5) feet wide for the length of the property line. The five (5) foot wide planting area continues along the western half of the northern property line. Proposed planting includes 18 deciduous *Acer rubrum* 'October Glory' (October Glory Red Maple) trees spaced at approximately 30 feet on center, with groupings of deciduous Crimson Barberry and evergreen Firepower Bamboo shrubs between them. *Berberis thunbergii* var. *atropurpurea* (Crimson Barberry) grows approximately four (4) feet tall and wide with purple foliage. *Nandina domestica* 'Firepower' (Firepower Bamboo) grows approximately two and one-half (2.5) feet tall and wide with colorful evergreen foliage. The shrubs are spaced at approximately two and one-half (2.5) feet on-center, and will provide a solid hedge between the trees at maturity. The hedge will provide seasonal interest and screening of the property.

Ten (10) parking stalls in the northeast corner of the property would be adjacent to the proposed planting that will help provide shade to the parking area and screen the use from adjacent properties.

The five (5) foot wide planting area is located on the edge of the 20 foot wide easement that runs along the west and north property lines. City staff have provided comments that the proposed trees and/or planting would not impact the ability to access the storm drainage facilities in the easement.

Proposed Planting Area 3 Detail – Northeast Property Line



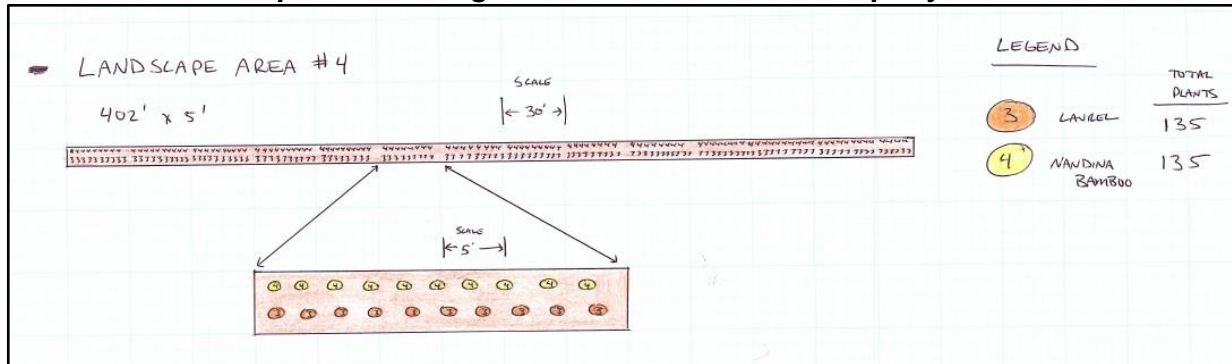
Midway along the northern property line, the proposed landscape area widens to 20 feet. A trash enclosure is located where the landscape area widens, adjacent to Landscape Area #2. Surrounding the trash enclosure is a continuation of the shrub hedge from Landscape Area #2, along with evergreen *Thuja occidentalis* (Arborvitae) as a tall hedge along the sides of the enclosure. A 20 foot by 40 foot lawn area is proposed east of the trash enclosure. An existing 12-inch DBH deciduous tree is located in the northeastern corner of the property, separated from the remainder of the site by an existing fence, and will remain. The majority of Landscape Area #3, between the lawn area and existing tree, is proposed to be a planted berm with a concrete pad for display of antique equipment. The proposed planting includes Crimson Barberry, Firepower Bamboo, *Nandina domestica* (Nandina Bamboo), and *Prunus laurocerasus* 'Otto Luyken' (Otto Luyken Laurel) shrubs. Staff notes that the variety 'Otto Luyken' is not specified on the plan, but the applicant has confirmed 'Otto Luyken' Laurel is the intended plant. Nandina Bamboo is an evergreen shrub that grows approximately six (6) feet tall or more and three (3) feet wide, and Otto Luyken Laurel is an evergreen shrub that grows approximately three (3) feet tall and wide or more. The berm planting around the equipment display will provide

Attachments:

Attachment 1 – Application and Attachments

seasonal interest and screening of the property. Rows of Crimson Barberry and Nandina Bamboo are proposed along the inside of the fence that separates the area with the existing tree.

Proposed Planting Area 4 Detail – Eastern Property Line



Proposed landscaping along the western property line will occur in a planting area five (5) feet wide for the length of the property line. Planting includes evergreen shrubs Nandina Bamboo and Laurel. Again, the applicant has confirmed 'Otto Luyken' Laurel is the intended plant. The shrubs are planted at approximately three (3) feet on-center, and will provide a solid evergreen hedge at maturity. The hedge will provide screening of the adjacent use, the wastewater treatment facility.

Overall, the characteristics of the proposed landscaping is compatible with the project and the adjacent surrounding properties.

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

APPLICANT'S RESPONSE: None.

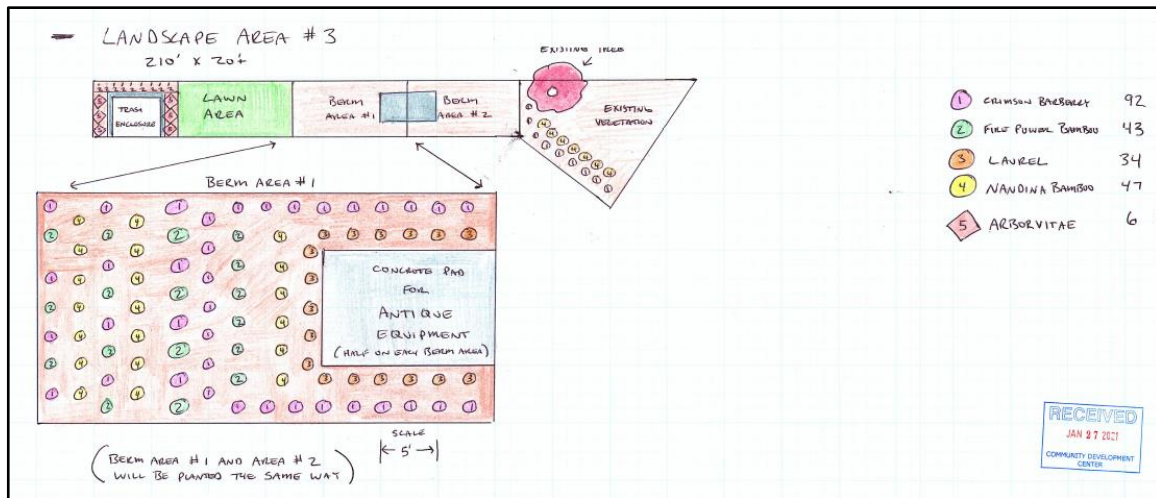
FINDING: SATISFIED. The proposed use is screened from adjacent properties to the west, north, and east by a combination of evergreen plantings, shade trees and a landscaped berm. The adjacent property to the south is under the same ownership as the subject property, therefore, screening is not provided. Proposed landscaping around the trash enclosure will provide screening.

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. An existing 12" DBH deciduous tree in the northeast corner of the site is being retained and incorporated in the development and landscape plan. The tree is being provided a watering area equal to at least one-half the crown area.

Existing Tree in Planting Area #3



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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. Parking for the development is provided along the western property line, adjacent to a five (5) foot wide landscape area. Within the planting area, proposed October Glory Red Maple shade trees and hedges of Crimson Barberry and Firepower Bamboo will provide shade and screening to the parking area. The planting will help reduce the harmful effects of heat, noise, and glare associated with motor vehicle use, consistent with the purpose and intent of the Chapter.

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 industrial development is a flag lot fronting on a cul-de-sac identified as a local road. There is no dedicated curb-side planter strip adjacent to the property frontage, therefore, as described in more detail in findings for Chapter 17.58 Trees, street trees are not required. 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: None.

FINDING: SATISFIED. The landscape plan indicates that all landscape areas are to be irrigated. The plan provides the location of the water meter, double check valve, and indicates the irrigation will be served via a two-inch (2") mainline.

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 #3. 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.

Attachments :

Attachment 1 – Application and Attachments

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 industrial development is fronting on NE Colvin Court, which does not have a designated curb-side planting strip adjacent to the subject property. Therefore, street trees are not required.

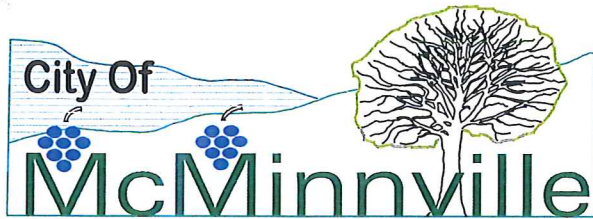
Chapter 17.61 Solid Waste and Recycling Enclosure Plan

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. A trash and recycling enclosure is located on along the north property line, and planting is proposed along three (3) sides of the structure. Staff notes that the enclosure would be blocked from view from the Colvin Court right-of-way by the proposed building, and that landscaping on three (3) sides of the enclosure is not required.

JF



Planning Department

231 NE Fifth Street • McMinnville, OR 97128

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

www.ci.mcminnville.or.us

509-20-000031-Plng

Office Use Only:

File No. L3-20

Date Received 1/24/2020

Fee \$01.35

Receipt No. 201855

Received by SK

Landscape Plan Review Application

Applicant Information

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

Applicant Name PACIFIC NORTH CONSTRUCTION Phone _____

Contact Name DAVE OLSON Phone 541-729-9529
(If different than above)

Address 2090 NE COLVIN COURT

City, State, Zip MCMINNVILLE OR 97128

Contact Email DAVE@PACIFILEXC.COM

RECEIVED

JAN 24 2020

COMMUNITY DEVELOPMENT
CENTER

Property Owner Information

Property Owner Name SAME AS ABOVE 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 2090 NE COLVIN COURT 2.54

Assessor Map No. R4 415 - 03315 Total Site Area ~~2.54~~ Acres

Subdivision _____ Block _____ Lot 19

Comprehensive Plan Designation Ind Zoning Designation M-2PD

Landscaping Information


1. Total Landscaped Area: ~~7150~~ SF 8285
2. Percent Landscaped: 70%
3. Building Floor Area:
New Structure: 9600 SF Existing Structure: — Addition: —
4. Architect Name KITTLESON & ASSOCIATES Phone 503-228-5230
(Landscape Architect; Engineer; or Other Designer)
Contact Name TONY TROOS Phone 503-535-7444
Address 851 SW 6TH AVE SUITE 600
City, State, Zip PONTIAC OR 97204
Contact Email TROOS@KITTLESON.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.


Applicant's Signature DAVE OLSON

1/6/2020
Date

SAME AS ABOVE
Property Owner's Signature

Date

COLVIN COURT

AREA 1

LANDSCAPE PLAN

2090 NE COLVIN COURT
LOT 19



LANDSCAPE AREAS

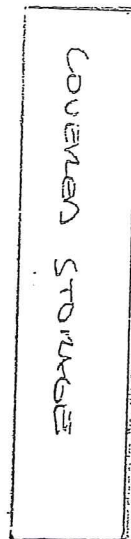
TOTAL AREA : 8285 SF

LEGEND

- 2" WATER METER
- 2" DOUBLE CHECK (LANDSCAPE IRRIGATION)
- 2" TREE

ALL LANDSCAPE AREAS TO
BE IRRIGATED -

2" DOUBLE CHECK w/ 2" MAINLINE



AREA 2

RECEIVED

JAN 24 2020

COMMUNITY DEVELOPMENT
CENTER

RECEIVED

DEC 08 2020

COMMUNITY DEVELOPMENT
CENTER



1" = 40'

SUBMITTED FOR LANDSCAPE PLAN APPROVAL -
NOT YET APPROVED.

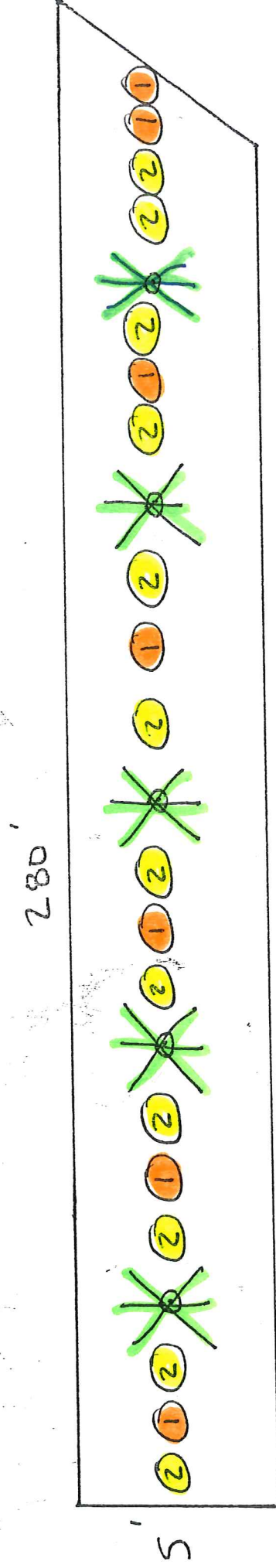
THU 1/30/2020

- BASEMENT, LANDSCAPING, + PARKING LOCATIONS TO BE REVIEWED.

AREA 3

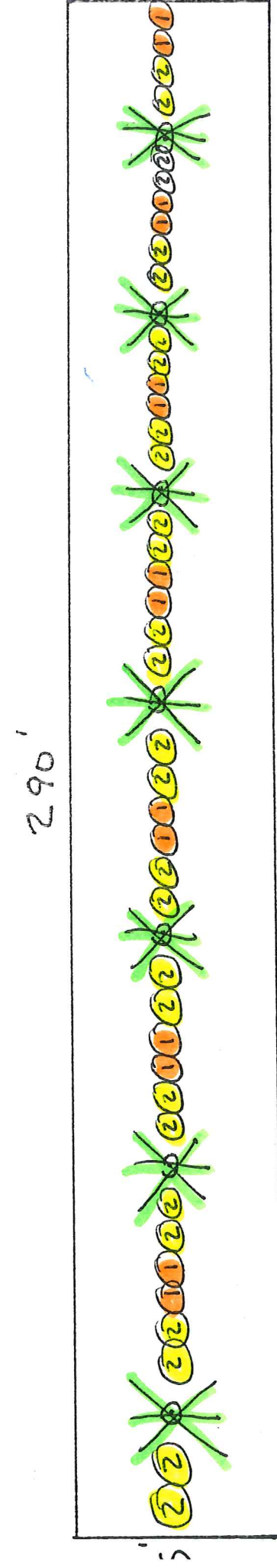
AREA 4

AREA 1

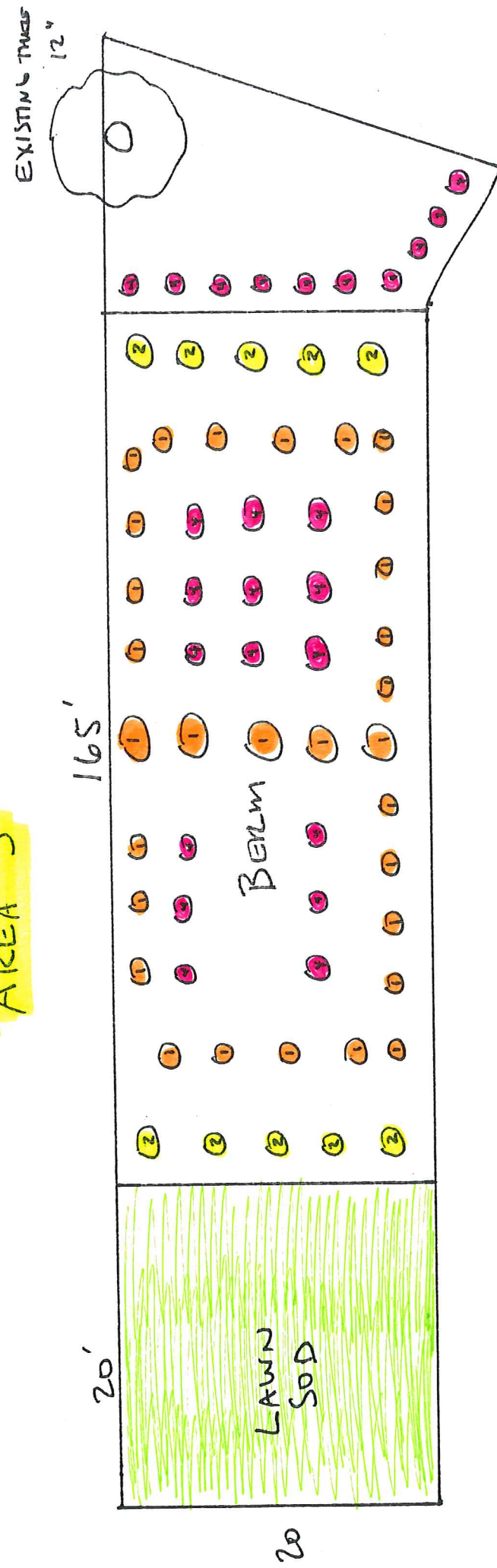


NOT TO SCALE

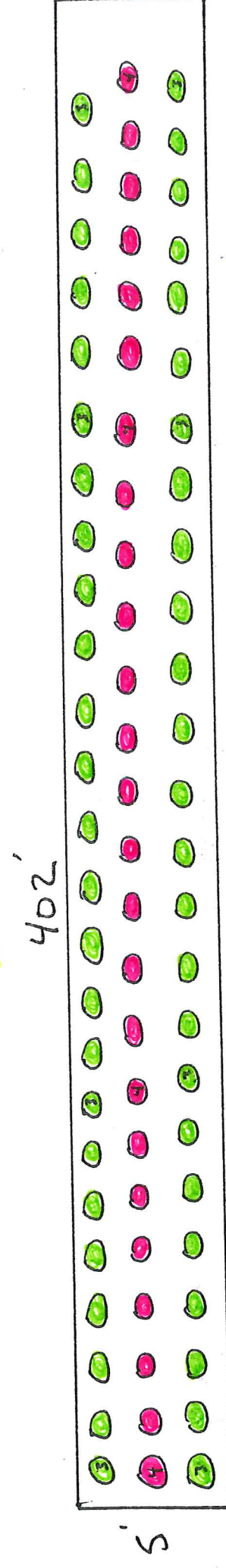
AREA



AREA 3



AREA: 4



LEGEND

- | | |
|---|------------------|
| 1 | CRIMSON BARBERY |
| 2 | FIREPOWER BAMBOO |
| 3 | LAUREL |
| 4 | NANDINA BAMBOO |

2" OCTOBER GLORY MAPLE

RECEIVED

DEC 08 2020

COMMUNITY DEVELOPMENT
CENTER







PACIFIC NORTH CONSTRUCTION, LLC
 2090 NE COLVIN COURT
 McMinnville OR 97128

Revisions
RECEIVED
 JAN 27 2021
 COMMUNITY DEVELOPMENT
 CENTER

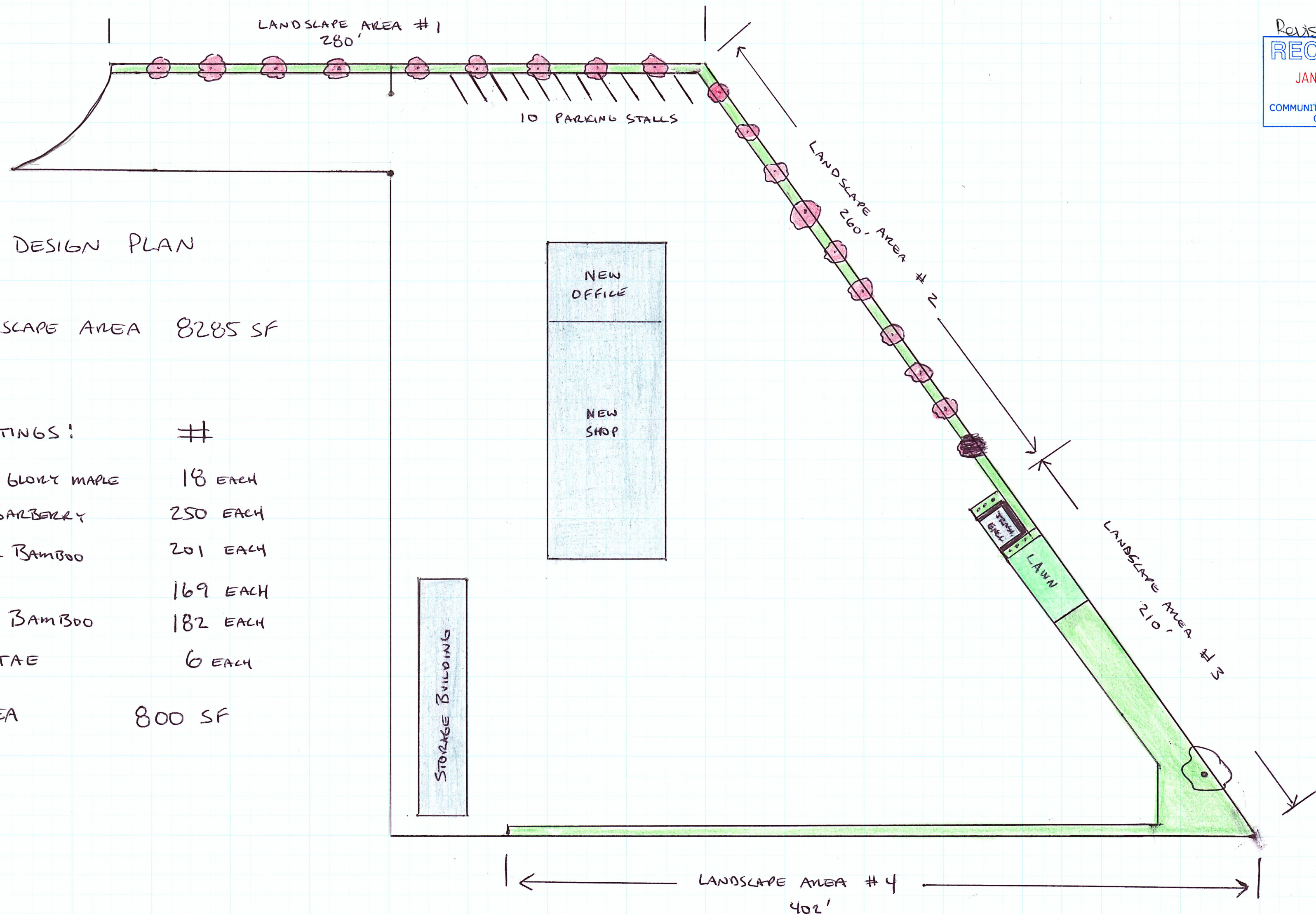
LANDSCAPE DESIGN PLAN

TOTAL LANDSCAPE AREA 8285 SF

TOTAL PLANTINGS:

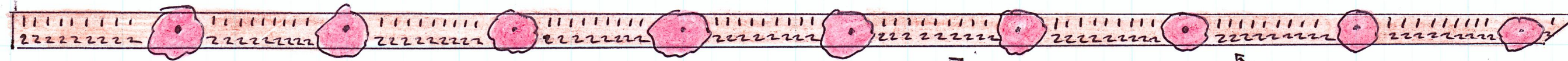
	#
 2" OCTOBER GLORY MAPLE	18 EACH
 CRIMSON BARBERRY	250 EACH
 FIRE POWER BAMBOO	201 EACH
 LAUREL	169 EACH
 NANDINA BAMBOO	182 EACH
 ARBORVITAE	6 EACH

LAWN AREA 800 SF

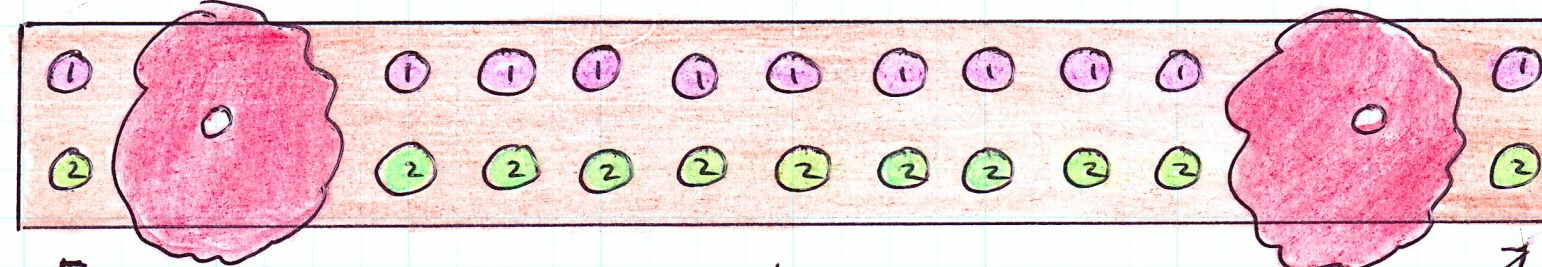


LANDSCAPE AREA #1 280' x 5'

SCALE
← 20' →



SCALE
← 5' →

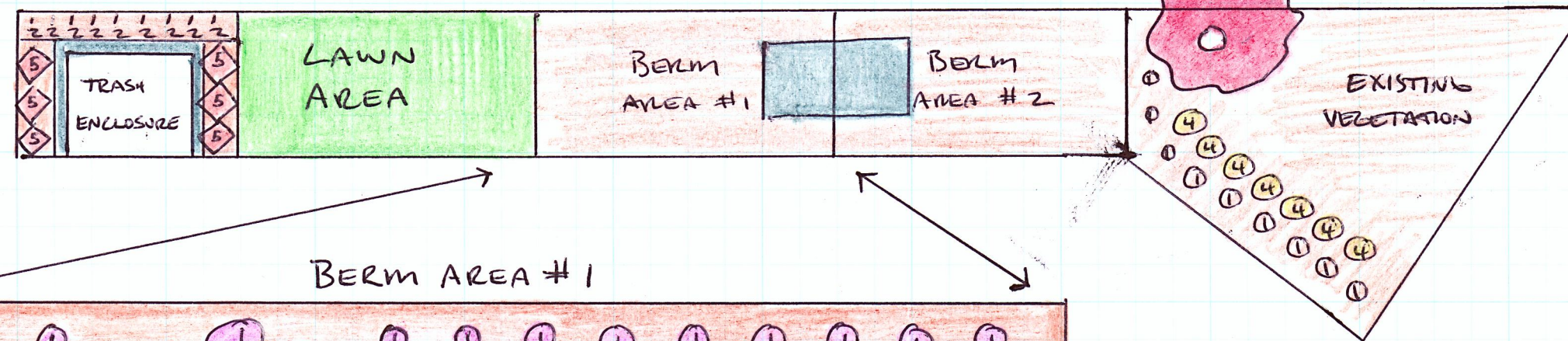


TYPICAL 40' AREA OF
LANDSCAPE AREAS #1 AND #2

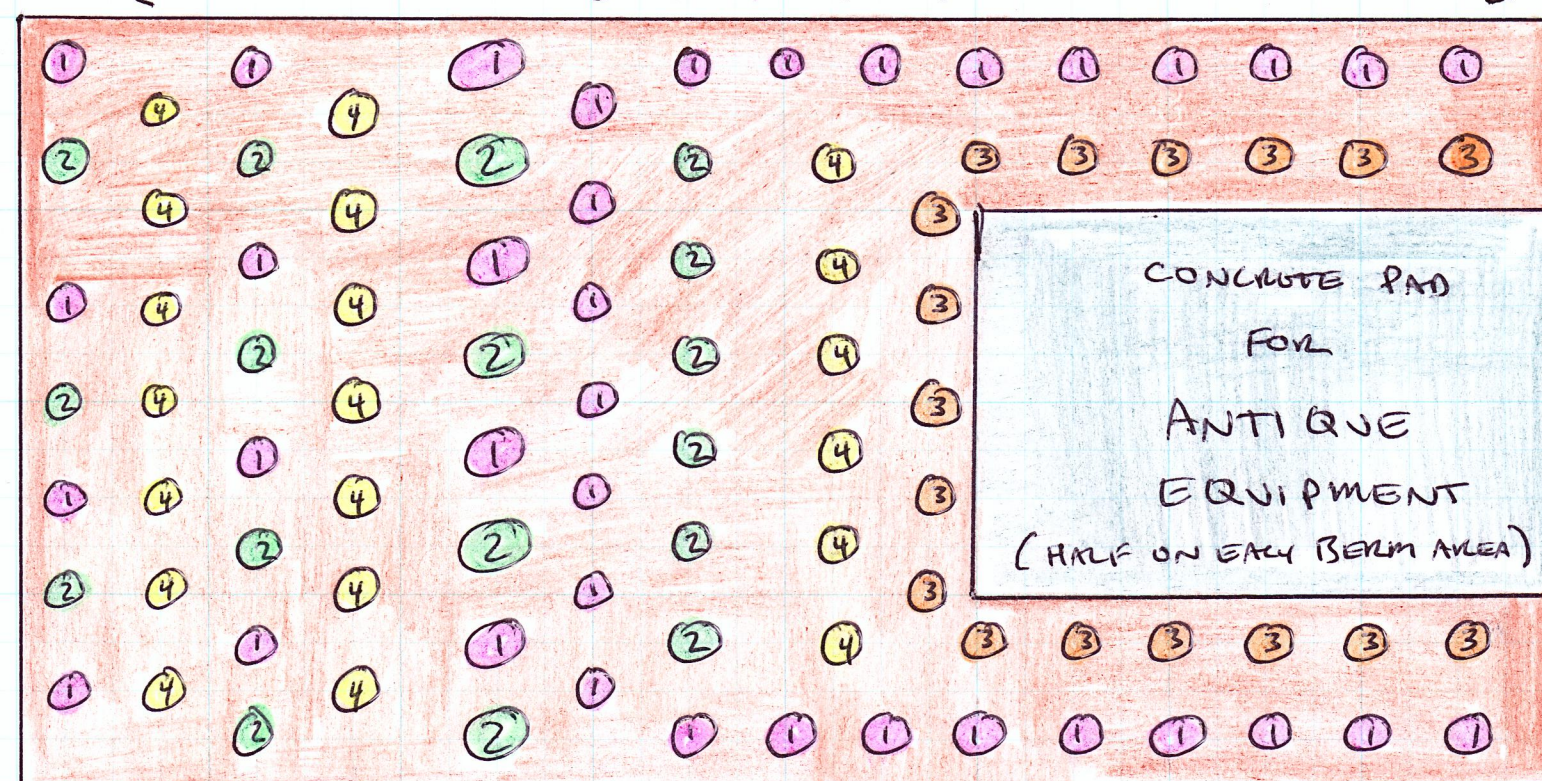
LANDSCAPE AREA #2 260' x 5'



LANDSCAPE AREA #3 210' x 20'



BERM AREA #1



CONCRETE PAD
FOR
ANTIQUE
EQUIPMENT
(HALF ON EACH BERM AREA)

SCALE
← 5' →

(BERM AREA #1 AND AREA #2
WILL BE PLANTED THE SAME WAY)

LEGEND

	TOTAL PLANTS
2" OCTOBER GLORY MAPLE	9
CRIMSON BARBERRY	82
FINE POWER BAMBOO	82

2" OCTOBER GLORY MAPLE	9
CRIMSON BARBERRY	76
FINE POWER BAMBOO	76

CRIMSON BARBERRY	92
FINE POWER BAMBOO	43
LAUREL	34
NANDINA BAMBOO	47
ARBORVITAE	6



LANDSCAPE AREA #4

402' x 5'

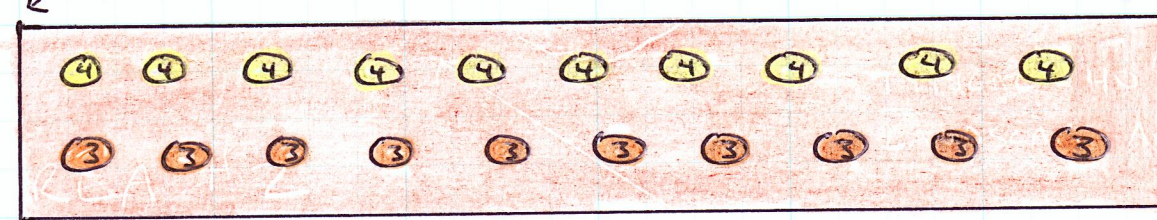
SCALE

← 30' →



SCALE

← 5' →



LEGEND



LAUREL

TOTAL
PLANTS

135



NANDINA
BAMBOO

135





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

EXHIBIT 3 - STAFF REPORT

DATE: February 17, 2021
TO: Landscape Review Committee Members
FROM: Jamie Fleckenstein, Associate Planner
SUBJECT: Agenda Item 4B – Landscape Plan Review Application (L 1-21)

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 review by the Landscape Review Committee of an application for a landscape plan (L 1-21) for a new industrial development at 1400 NE Alpha Drive. 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:

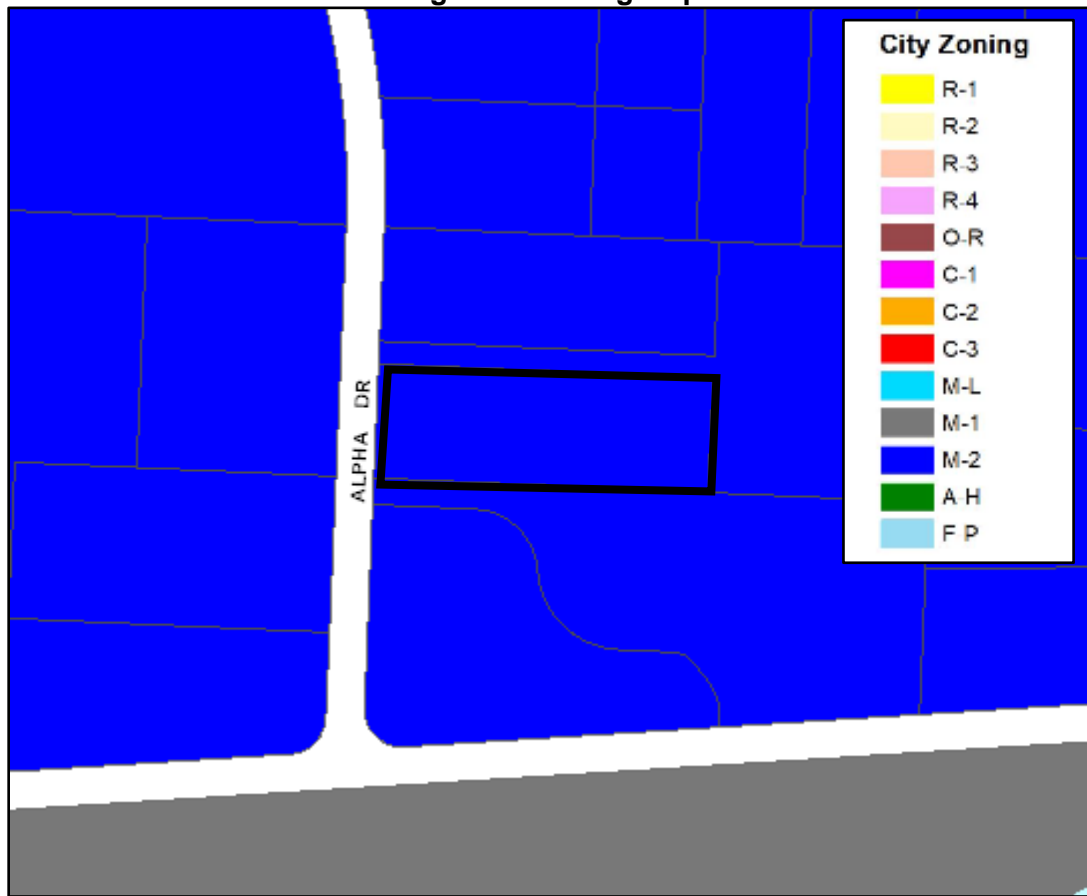
The subject site is located at 1400 NE Alpha Drive and is more specifically described as Tax Lot 2700, Section 15C, T. 4 S., R. 4 W., W.M. **See Figure 1 (Vicinity Map).** The property is zoned M-2PD (General Commercial Planned Development) and is within the Northeast Industrial Area Planned Development Overlay District (Ordinance 4135). **See Figure 2 (Zoning Map).**

The subject property is approximately 1.52 acres and is undeveloped. Adjacent property is all zoned M-2PD and is developed with industrial facilities.

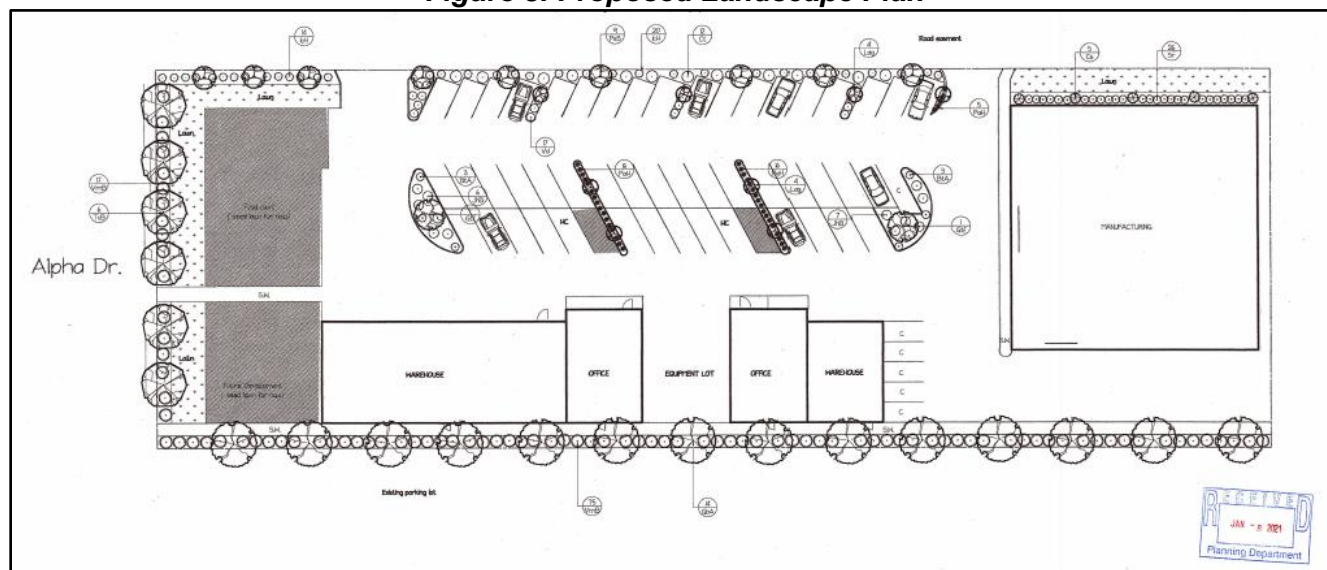
The proposed site plan for the development features a manufacturing facility on the eastern portion of the site. Warehouses with associated office spaces are proposed along the southern property line, and future development areas are planned on the western portion of the site, along NE Alpha Drive. A centrally located parking lot provides access and parking to the site. Proposed landscaping is focused along the Alpha Drive frontage, the southern property line, and the parking lot. **See Figure 4 (Landscape Plan) and Figure 5 (Plant Schedule).**

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for a New Industrial Development at 1400 NE Alpha Drive

Figure 1: Vicinity Map (Subject Site Approximate)**Figure 2: Zoning Map****Attachments:**

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for a New Industrial Development at 1400 NE Alpha Drive

Figure 3: Proposed Landscape Plan**Figure 4: Proposed Plant Schedule**

Key	Qty	Botanical Name	Common Name	Remarks
Trees				
Cs	5	Cupressus sempervirens	ITALIAN CYPRESS	4-6'
GbA	14	Ginkgo biloba 'Autumn Gold'	AUTUMN GOLD MAIDENHAIR TREE	2" Cal.
GtF	2	Gleditsia triacanthos f. inermis 'Shademaster'	SHADEMASTER THORNLESS HONEY LOCUST	2" Cal.
PsS	9	Prunus serrulata 'Shiro-Fugen'	SHIRO-FUGEN JAPANESE FLOWERING CHERRY	2" Cal.
TcB	6	Tilia cordata 'Bailey'	SHAMROCK SMALL-LEAVED LINDEN	2" Cal.
Shrubs				
BtA	6	Berberis thunbergii 'Atropurpurea Nana'	ATROPURPUREA NANA JAPANESE BARBERRY	2-3 Gal.
Ct	12	Choisya ternata	MEXICAN ORANGE	2-3 Gal.
Lag	8	Lagerstroemia x 'Pecos'	PECOS CRAPEMYRTLE	4-6'
Sr	26	Sarcococca ruscifolia	VANILLA PLANT	2-3 Gal.
Vd	17	Viburnum davidii	DAVID VIBURNUM	2-3 Gal.
Ornamental Grasses				
PaH	37	Pennisetum alopecuroides 'Hamelin'	HAMELIN FOUNTAIN GRASS	1 Gal.
Perennials and Annuals				
VmB	92	Vinca minor 'Bowles Variety'	BOWLES VARIETY PERIWINKLE	1 Gal.
Groundcovers				
IcH	34	Ilex crenata 'Helleri'	HELLER BOX LEAVED HOLLY	2-3 Gal.
JhB	13	Juniperus horizontalis 'Bar Harbor'	BAR HARBOR CREEPING JUNIPER	2-3 Gal.

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.

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for a New Industrial Development at 1400 NE Alpha Drive

Applicable Review Criteria

Landscaping in the M-2 (General Industrial) 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)

	Total Site Area (s.f.)	Landscape Provided (s.f.)	Percentage Provided	Percentage Required (Industrial)
Industrial Buildings	66,356	7,289	11.0%	7.0%

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"> Planting focused around perimeter of site includes shade trees and ground covers Medium sized trees along west property line conflict with overhead power lines Parking lot landscaping provides benefits to parking area, screening & buffering from property to the north 	Condition #2: Requires trees near overhead utility lines to be a small tree suitable for planting under wires
Screening the proposed use	<ul style="list-style-type: none"> Perimeter planting on north, south and west of site to screen from adjacent properties Shade trees, evergreen shrubs provide screening & buffering of parking area Trash enclosure not included 	Condition #3: Requires landscaping around trash enclosure if visible from public right-of-way
Retention of existing trees	<ul style="list-style-type: none"> No existing trees or significant natural areas on site 	None
Parking lot islands and planting	<ul style="list-style-type: none"> Landscape islands throughout parking area Shade trees and evergreen shrubs provide shading and screening benefits 	None
Use of suitable street trees	<ul style="list-style-type: none"> Street trees not required (planter strip not wide enough) No prohibited trees within the parking area 	None
Irrigation system or water facilities	<ul style="list-style-type: none"> Automatic irrigation to be provided to planting areas 	None

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for a New Industrial Development at 1400 NE Alpha Drive

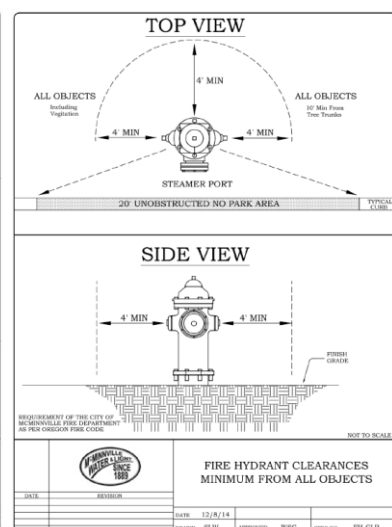
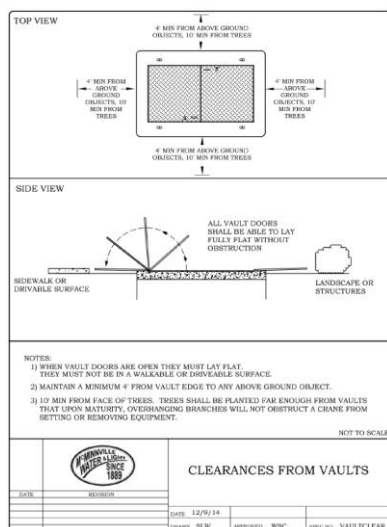
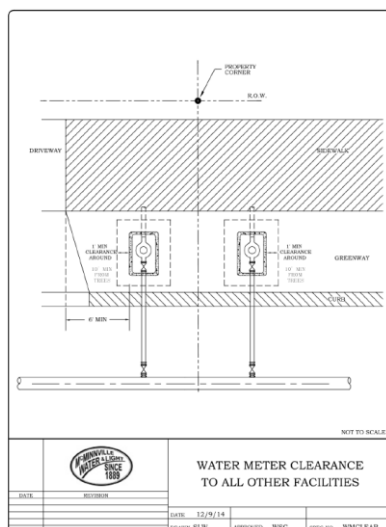
Staff-Suggested Conditions of Approval

1. That the applicant shall install landscaping as shown on the landscape plans received by the Planning Department on January 8, 2021 and shall comply with required conditions of approval.
2. That trees planted along the NE Alpha Drive frontage shall be appropriate for planting under overhead wires with a maximum mature height of 25 feet or less, such as a Recommended Small Tree Species from the McMinnville Street Tree List that is suitable for planting under wires.
3. That landscaping be provided around three (3) sides of the required trash and recycling enclosure if it is visible from the public right-of-way. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.
4. 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.
5. 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**

- McMinnville Public Works Department
- McMinnville Water and Light

Water: Maintain clearance from existing and future water facilities. See enclosed clearance details; VAULTCLEAR, FH-CLR and WMCLEAR

**Attachments:**

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review for a New Industrial Development at 1400 NE Alpha Drive

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 1-21 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 a New Industrial Development at 1400 NE Alpha Drive



**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 LANDSCAPE PLAN REVIEW FOR A NEW INDUSTRIAL DEVELOPMENT AT 1400 NE ALPHA DRIVE

DOCKET: L 1-21 (Landscape Plan Review)

REQUEST: Approval of a Landscape Plan for a new industrial development at 1400 NE Alpha Drive

LOCATION: 1400 NE Alpha Drive (Tax Lot 2700, Section 15C, T. 4. S., R. 4 W., W.M.)

ZONING: M-2PD (General Industrial Planned Development)

APPLICANT: Ben Fackler, Fackler Properties, LLC

STAFF: Jamie Fleckenstein, PLA, Associate Planner

DATE DEEMED COMPLETE: February 1, 2021

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

DECISION DATE & LOCATION: February 17, 2021, Community Development Center, 231 NE 5th Street, McMinnville, Oregon, and Zoom Online Meeting ID 518 962 842.

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 32-20) **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 applicant, Ben Fackler, Fackler Properties LLC, submitted a landscape plan review application (Docket L 1-21) seeking approval of a landscape plan for a new industrial development.

The subject site is located at 1400 NE Alpha Drive and is more specifically described as Tax Lot 2700, Section 15C, T. 4 S., R. 4 W., W.M. **See Figure 1 (Vicinity Map).** The property is zoned M-2PD (General Commercial Planned Development) and is within the Northeast Industrial Area Planned Development Overlay District (Ordinance 4135). **See Figure 2 (Zoning Map).**

The subject property is approximately 1.52 acres and is undeveloped. Adjacent property is all zoned M-2PD and is developed with industrial facilities.

The proposed site plan for the development features a manufacturing facility on the eastern portion of the site. Warehouses with associated office spaces are proposed along the southern property line, and future development areas are planned on the western portion of the site, along NE Alpha Drive. A centrally located parking lot provides access and parking to the site. Proposed landscaping is focused along the Alpha Drive frontage, the southern property line, and the parking lot. **See Figure 4 (Landscape Plan) and Figure 5 (Plant Schedule).**

Figure 1: Vicinity Map (Subject Site Approximate)



Attachments :

Attachment 1 – Application and Attachments

Figure 2: Zoning Map

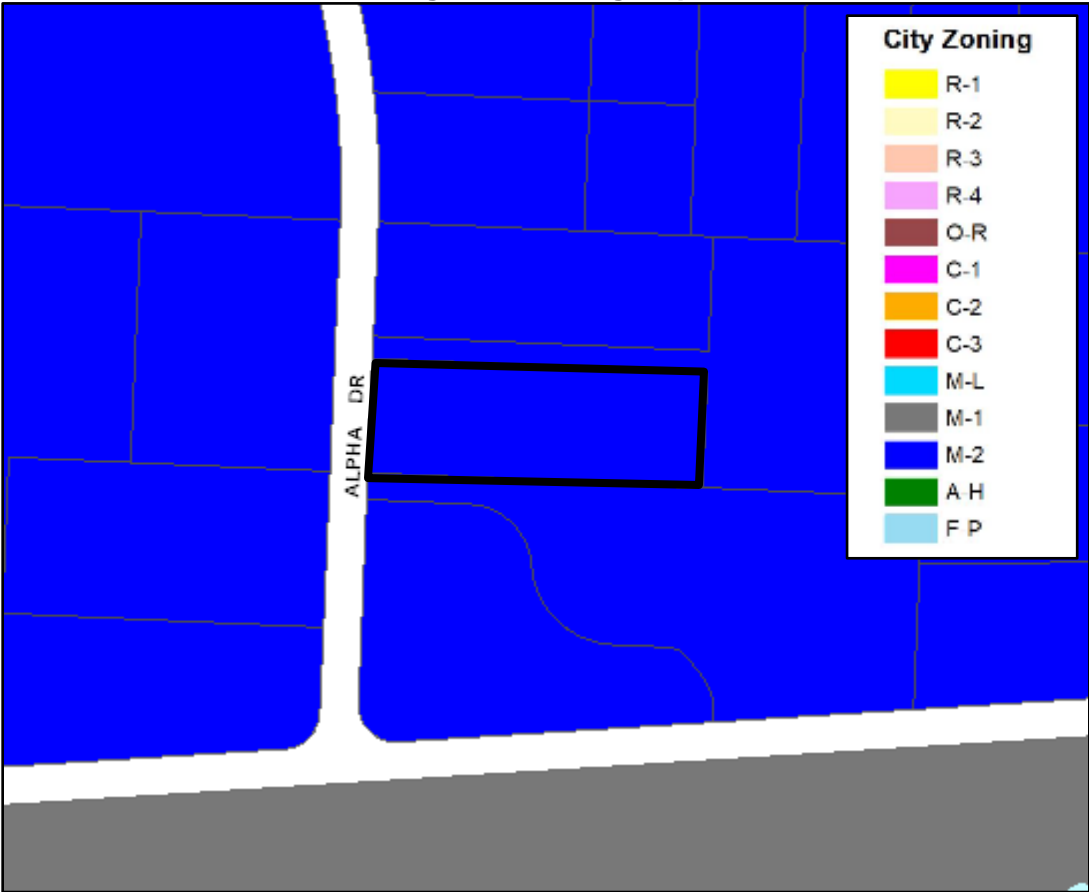


Figure 3: Proposed Landscape Plan

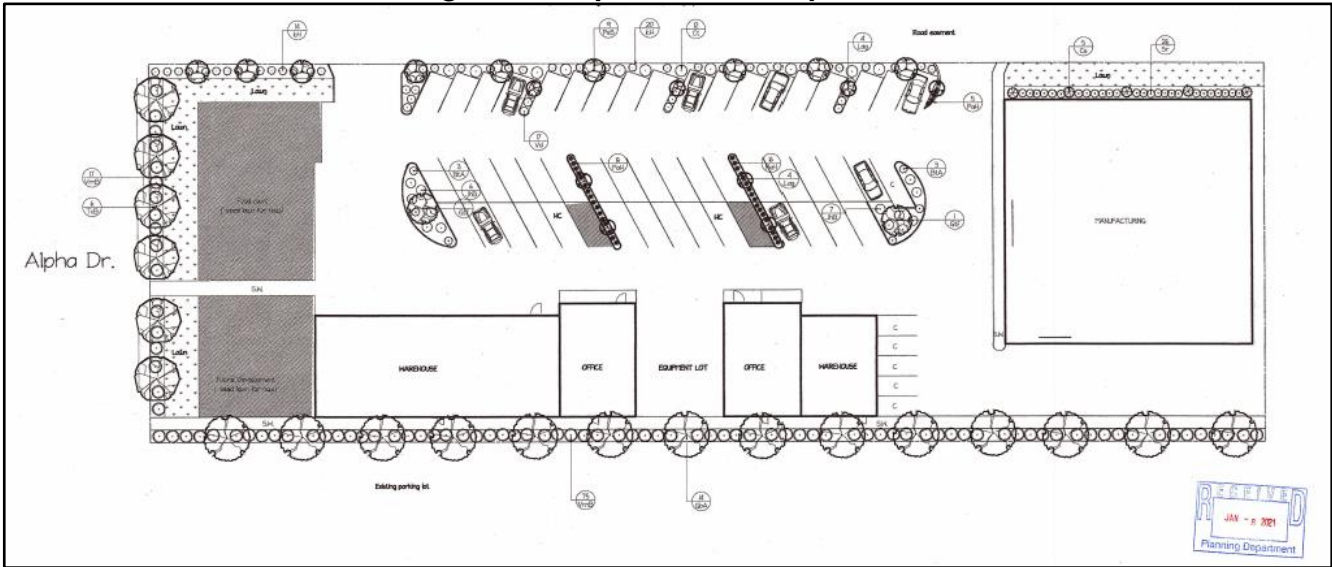


Figure 4: Proposed Plant Schedule

Key	Qty	Botanical Name	Common Name	Remarks
Trees				
Cs	5	Cupressus sempervirens	ITALIAN CYPRESS	4-6'
GbA	14	Ginkgo biloba 'Autumn Gold'	AUTUMN GOLD MADENHAIR TREE	2" Cal.
GtF	2	Gleditsia triacanthos f. inermis 'Shademaster'	SHADEMASTER THORNLESS HONEY LOCUST	2" Cal.
PsS	9	Prunus serrulata 'Shiro-Fugen'	SHIRO-FUGEN JAPANESE FLOWERING CHERRY	2" Cal.
TcB	6	Tilia cordata 'Bailey'	SHAMROCK SMALL-LEAVED LINDEN	2" Cal.
Shrubs				
BtA	6	Berberis thunbergii 'Atropurpurea Nana'	ATROPURPUREA NANA JAPANESE BARBERRY	2-3 Gal.
Ct	12	Choisya ternata	MEXICAN ORANGE	2-3 Gal.
Lag	8	Lagerstroemia x 'Pecos'	PECOS CrapeMyrtle	4-6'
Sr	26	Sarcococca ruscifolia	VANILLA PLANT	2-3 Gal.
Vd	17	Viburnum davidii	DAVID VIBURNUM	2-3 Gal.
Ornamental Grasses				
PaH	37	Pennisetum alopecuroides 'Hamelin'	HAMELIN FOUNTAIN GRASS	1 Gal.
Perennials and Annuals				
VmB	92	Vinca minor 'Bowles Variety'	BOWLES VARIETY PERIWINKLE	1 Gal.
Groundcovers				
lch	34	Ilex crenata 'Helleri'	HELLER BOX LEAVED HOLLY	2-3 Gal.
JhB	18	Juniperus horizontalis 'Bar Harbor'	BAR HARBOR CREEPING JUNIPER	2-3 Gal.

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 M-2PD (General Industrial Planned Development). McMinnville Municipal Code (MMC) Section 17.57.030 requires landscaping in the M-2 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 January 8, 2021 and shall comply with required conditions of approval.
2. That trees planted along the NE Alpha Drive frontage shall be appropriate for planting under overhead wires with a maximum mature height of 25 feet or less, such as a Recommended Small Tree Species from the McMinnville Street Tree List that is suitable for planting under wires.
3. That landscaping be provided around three (3) sides of the required trash and recycling enclosure if it is visible from the public right-of-way. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.
4. 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.

Attachments:

Attachment 1 – Application and Attachments

- 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:

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

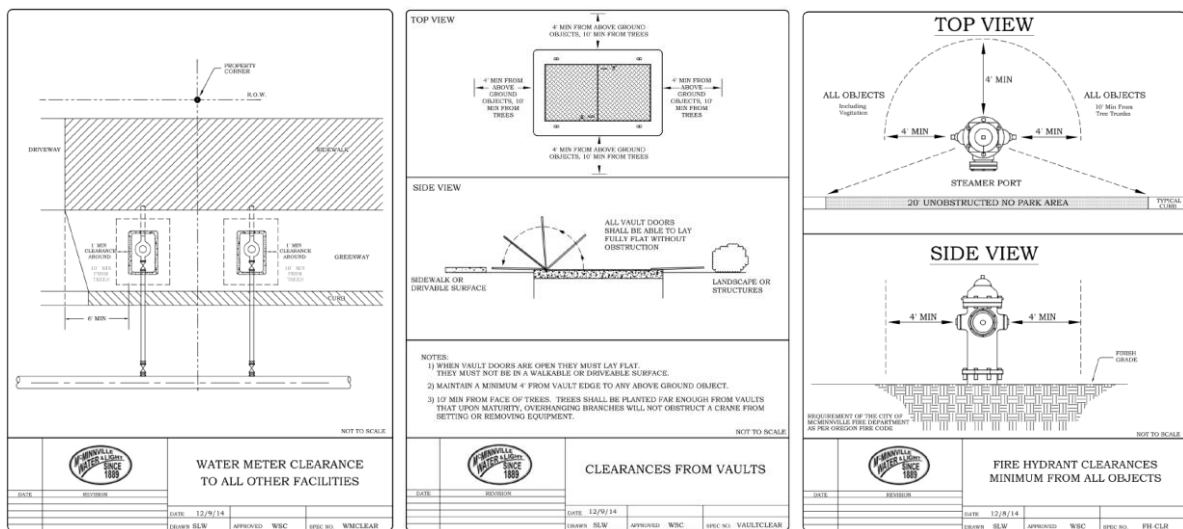
IV. COMMENTS:

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 were received:

- McMinnville Public Works Department
- McMinnville Water and Light

Water: Maintain clearance from existing and future water facilities. See enclosed clearance details; VAULTCLEAR, FH-CLR and WMCLEAR



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

- The applicant, Ben Fackler, Fackler Properties LLC, submitted a landscape plan review application on January 8, 2021.

Attachments:

Attachment 1 – Application and Attachments

2. The application was deemed complete on February 1, 2021. Based on that date, the application is subject to a 30 day review timeframe, which expires March 3, 2021.
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 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.
5. A public meeting was held by the Landscape Review Committee on February 17, 2021 to review the application and proposed landscape plan.

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** 1400 NE Alpha Drive (Tax Lot 2700, Section 15C, T.4 S., R. 4 W., W.M.)
2. **Size:** 1.52 acres
3. **Comprehensive Plan Map Designation:** Industrial
4. **Zoning:** M-2PD (General Industrial Planned Development)
5. **Overlay Zones/Special Districts:** Northeast Industrial Planned Development Overlay District (Ordinance 4135)
6. **Current Use:** Undeveloped
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** None
 - b. **Other:** None
8. **Other Features:**
 - a. **Slopes:** The site is relatively flat.
 - b. **Easements:** A 15 foot wide private utility easement is present along the northern property line. A 10 foot wide sanitary sewer easement is present along the southern property line. A 20 foot wide private utilities easement bisects the site from north to south.
9. **Utilities:**
 - a. **Water:** The property is served by a water main in NE Alpha Drive. The treatment plant has sufficient treatment capacity.
 - b. **Sewer:** The property is served by a sewer main in NE Alpha Drive. The municipal water reclamation facility has sufficient capacity to accommodate expected waste flows resulting from the use.
 - c. **Stormwater:** The property is served by a stormwater sewer main in NE Alpha Drive.
 - d. **Other Services:** Other services are available to the property. Overhead utilities are present adjacent to the property along the east side of Alpha Drive.
10. **Transportation:** NE Alpha Drive is classified as a Local Street in the Transportation System Plan (TSP). Right-of-way improvements along the property frontage include the provision of curb and gutter, a three and one-half (3.5) foot wide planter strip, and five (5) foot sidewalk.

VII. CONCLUSIONARY FINDINGS:

Attachments :

Attachment 1 – Application and Attachments

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:

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.

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);

Attachments :

Attachment 1 – Application and Attachments

- 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 is within the M-2 (General Industrial) zone, therefore landscaping is required subject to landscaping requirements of industrial 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:

1. Industrial, 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: None.

FINDING: SATISFIED. The subject site is approximately 1.52 acres, or 113,692 square feet. The landscape plan indicates that 19,587 square feet of landscaping is provided over the entire site.

	Total Site Area (s.f.)	Landscape Provided (s.f.)	Percentage	Percentage Required
Industrial Buildings	66,356	7,289	11.0%	7.0%

The proposed landscaping area of 11.0 percent exceeds the seven (7) percent minimum landscaping requirement for industrial development. Therefore this standard is met.

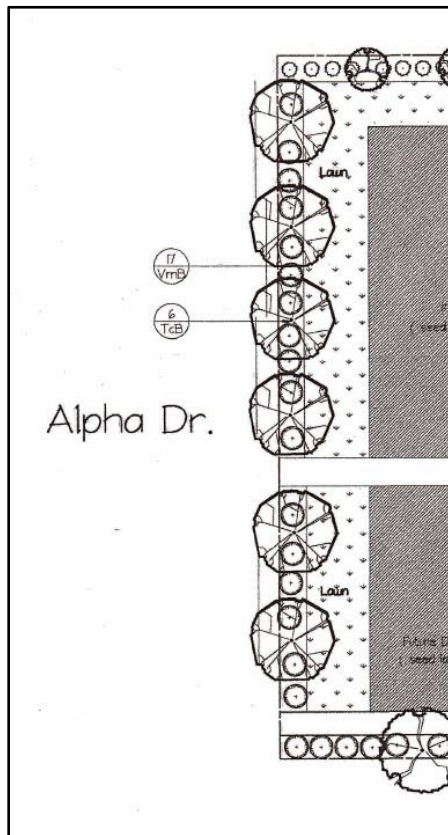
17.57.070(B). The following factors shall be considered by the applicant when planning the landscaping in order to accomplish the purpose set out in Section 17.57.010. The Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #2. The proposed site plan for the development features a manufacturing facility on the eastern portion of the site. Warehouses with associated office spaces are proposed along the southern property line, and future development areas are planned on the western portion of the site, along NE Alpha Drive. A centrally located parking lot provides access and parking to the site. Proposed landscaping is focused along the Alpha Drive frontage, the southern property line, and the parking lot.

Proposed Landscaping along Alpha Drive

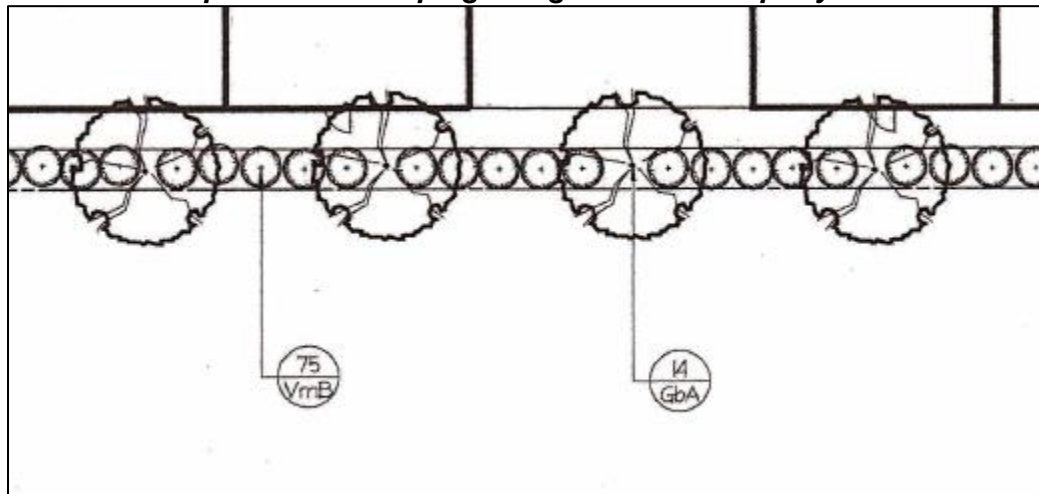


Proposed landscaping along NE Alpha Drive features a proposed row of deciduous trees in bed of evergreen groundcover along the western property line. A planter strip is included in right-of-way improvements, but treatment of the planting strip is not indicated on the landscape plan.

The proposed trees are *Tilia cordata* 'Baileyi' (Shamrock Small-leaved Linden), a tree that grows approximately 45 feet tall and 30 feet wide. The trees are spaced approximately 20 feet apart, and provide benefits to the public right-of-way in lieu of street trees. The evergreen groundcover below the trees is *Vinca minor* 'Bowles' (Bowles Periwinkle), a low, spreading groundcover. Between the planting bed and the parking lot to the east, seeded lawn is proposed in an area designated for future development.

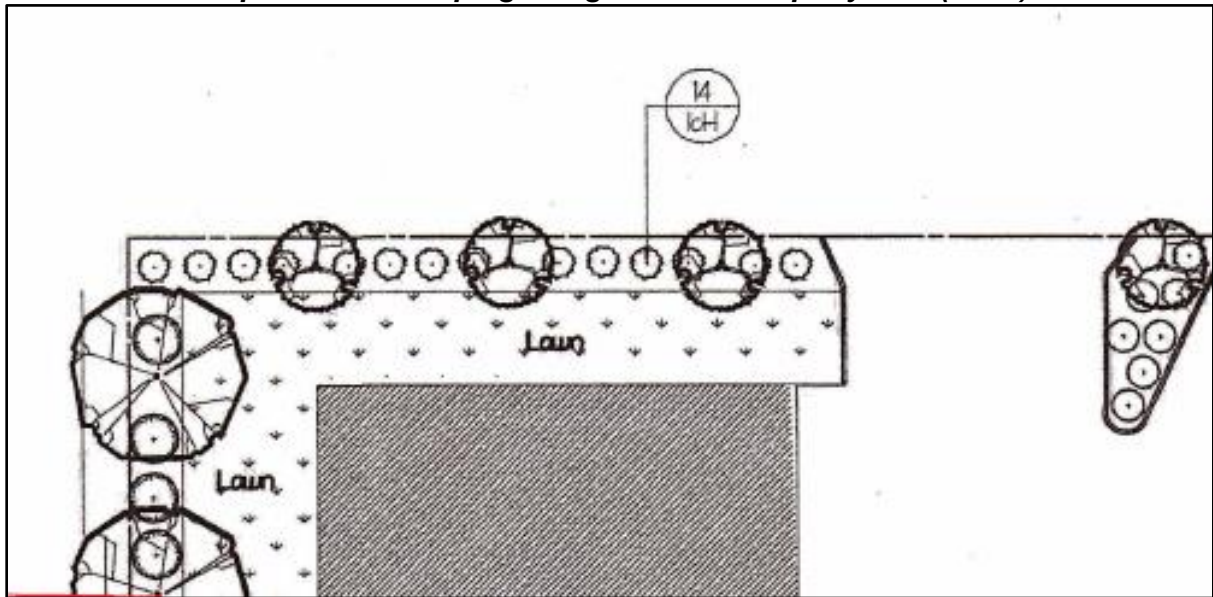
Overhead utilities are present on the east side of Alpha Drive along the subject site's frontage. The mature height of the proposed Shamrock Linden trees would indicate they will be in conflict with the overhead utilities in time. Therefore, a condition of approval is included to provide a substitute tree species with a mature height and form that is compatible with overhead wires.

Proposed Landscaping along Southern Property Line



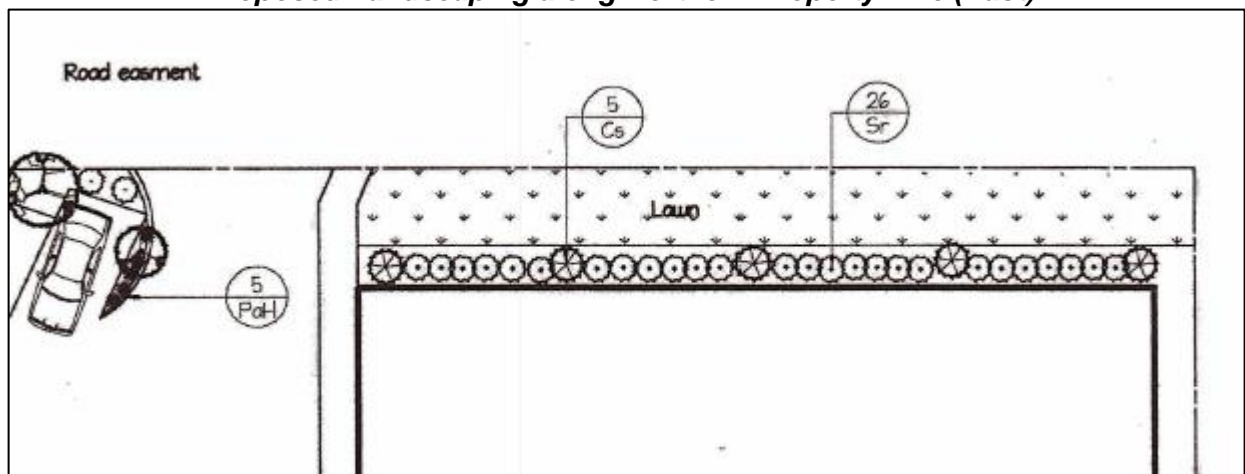
Proposed landscaping along the southern property line includes a repeating pattern of deciduous *Ginkgo biloba* 'Autumn Gold' (Autumn Gold Maidenhair) trees spaced at approximately 30 feet, in a bed with Bowles Periwinkle as groundcover. Autumn Gold Maidenhair trees grow approximately 50 feet tall and 30 feet wide. Along the southern property line, these trees will provide shade and cooling effects to the adjacent warehouse/office buildings and adjacent parking areas.

Proposed Landscaping along Northern Property Line (West)



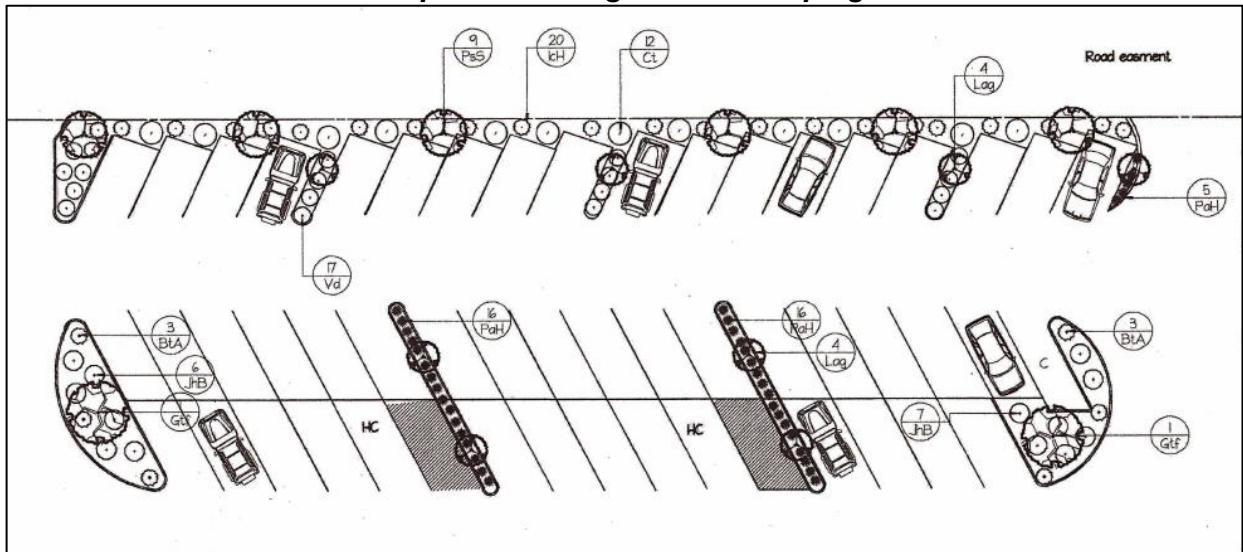
Proposed landscaping along the western portion of the access easement features deciduous *Prunus serrulata* 'Shiro-Fugen' (Shiro-Fugen Japanese Flowering Cherry) trees spaced at 20 feet with evergreen *Ilex crenata* 'Helleri' (Helleri Box Leaved Holly) shrubs between them. The flowering cherry variety grows approximately 18 feet tall and 30 feet wide. Helleri Box-Leaved Holly shrubs are low, groundcover type shrubs, and reach 1 foot tall and 2 feet wide or more.

Proposed Landscaping along Northern Property Line (East)



Proposed landscaping along the eastern portion of the access easement, on the north side of the proposed manufacturing facility, features evergreen *Cupressus sempervirens* (Italian Cypress) trees and *Sarcococca ruscifolia* (Vanilla Plant). Italian Cypress is narrowly columnar, growing up to 60 feet tall. *Sarcococca ruscifolia* grows 4 feet tall and wide or more, and is widely known for its fragrant flowers and its shade tolerance.

Proposed Parking Lot Landscaping



Parking lot landscaping is proposed in a bed along the access easement and internal parking lot islands. Next to the access easement driveway, Japanese Flowering Cherry trees and Helleri Box-Leaved Holly are continued from the west, and in addition, evergreen *Choisya ternata* (Mexican Orange) shrubs are included. Mexican Orange grows 6 feet tall and wide or more. Landscape islands extend the planting into the northern parking aisle to break up the parking lot. Plant selections in these landscape islands include deciduous *Lagerstroemia x 'Pecos'* (Pecos Crapemyrtle) and evergreen *Viburnum davidii* (David's Viburnum) shrubs. Pecos Crapemyrtle grows 8 feet tall and not as wide, and David's Viburnum grows approximately 3 feet tall and wide.

Within the interior of the parking lot, two larger endcap islands frame the southern parking aisles, and two planting islands break up the parking aisles. Planting in the larger endcaps include deciduous *Gleditsia triacanthos 'Shademaster'* (Shademaster Thornless Honeylocust) trees that are vase-shaped and grow up to 50 feet tall and 40 feet wide. Below the Honeylocusts are evergreen *Juniperus horizontalis 'Bar Harbor'* (Bar Harbor Creeping Juniper) and deciduous *Berberis thunbergii 'Atropurpurea Nana'* (Crimson Pygmy Japanese Barberry) shrubs, each a durable, low-growing shrub. The two internal islands each have Pecos Crapemyrtle shrubs and the ornamental grass *Pennisetum alopecuroides 'Hameln'* (Hameln Fountain Grass).

Overall, and with the recommended condition of approval, the characteristics of the proposed landscaping are compatible with the project and the adjacent surrounding properties.

CONDITION FOR FINDING: That trees planted along the NE Alpha Drive frontage shall be appropriate for planting under overhead wires with a maximum mature height of 25 feet or less, such as a Recommended Small Tree Species from the McMinnville Street Tree List that is suitable for planting under wires.

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. Shade trees are utilized along the north, south and west property lines to screen and buffer the proposed use. Additionally, evergreen plantings are utilized along the north property line to screen the parking area from the property to north across the access easement and from the Alpha Drive right-of-way.

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 significant natural areas or existing trees are present on the site to incorporate into the development of the project. Therefore, this 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: None.

FINDING: SATISFIED. As described in the finding for Section 17.57.070(B)(1) above, planting islands are spaced throughout the parking aisles to break up the parking areas. Planting in the islands and around the perimeter of parking areas includes Japanese Flowering Cherry and Honeylocust trees, large shrubs/small trees such as the Pecos Crapemyrtle, and evergreen shrubs and groundcover. The planting will provide shade and cooling effects to the parking area, and help reduce noise and glare associated with motor vehicle use.

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 industrial development is fronting on a road with a dedicated curb-side planter strip. As described in more detail in findings for Chapter 17.58 Trees, street trees are not required because the planter strip is not the minimum size for street trees adjacent to a local street. 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: None.

FINDING: SATISFIED. The landscape plan indicates that all beds are to be irrigated with Rain Bird fixed spray heads.

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 #5. 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

Attachments :

Attachment 1 – Application and Attachments

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 industrial development is fronting on NE Alpha Drive. Required right-of-way improvements include the provision of a designated curb-side planting strip that is three and one-half (3.5) feet wide.

17.58.090 Street Tree Standards.

- A. 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 ½) 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.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The proposed industrial development is fronting on NE Alpha Drive, which is classified as a local street in the Transportation System Plan. A designated curb-side planter strip adjacent to the subject property will be three and one-half (3.5) feet wide. The minimum planter width for Recommended Street Trees in the McMinnville Street Tree List, adopted by Resolution 2019-26, is four (4) feet. Trees could be planted no closer than two and one-half (2.5) feet from the face of the curb, and would necessarily be within 18 inches of the sidewalk. Therefore, street trees are not required.

Chapter 17.61 Solid Waste and Recycling Enclosure Plan

17.61.020 – Applicability and Exemptions.

- A. The requirements of this chapter shall apply to all new commercial, industrial, and multi-family developments of three (3) or more dwelling units.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The proposed project and landscaping is for a new industrial development, therefore the standards of the chapter shall apply.

17.61.030 – Guidelines and Standards.

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #3. A solid waste/recycling enclosure is required for all new industrial development. The proposed landscape plan does not indicate the location of the required enclosure. Therefore, a condition of approval is included to require landscaping be provided around three (3) sides of the trash and recycling enclosure if it is visible from the public right-of-way. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.

CONDITION FOR FINDING: That landscaping be provided around three (3) sides of the required trash and recycling enclosure if it is visible from the public right-of-way. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.

JF



Planning Department

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

Office Use Only:

File No. L1-21
Date Received 1-8-2021
Fee 801.35
Receipt No. 203414
Received by SD

Landscape Plan Review Application

Applicant Information

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

Applicant Name Fackler Properties LLC Phone _____

Contact Name Ben Fackler Phone 503 437 4049
(If different than above)

Address PO Box 194

City, State, Zip McMinnville, OR 97128

Contact Email ben@facklerconstruction.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 1400 NE Alpha Drive

Assessor Map No. R4 15 - C - 02700 Total Site Area 66,356 sq ft

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation Ind Zoning Designation M-2PD

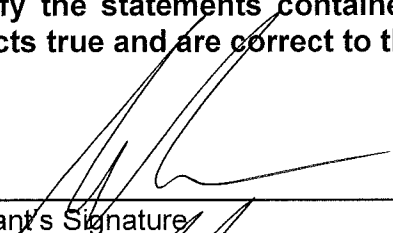
Landscaping Information

1. Total Landscaped Area: 7,289 sq ft
2. Percent Landscaped: 11%
3. Building Floor Area:
New Structure: 18,220 Existing Structure: 0 Addition: 0
4. Architect Name Bruce Kenny Phone
(Landscape Architect, Engineer, or Other Designer)
Contact Name Phone
Address
City, State, Zip
Contact Email


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

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

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


Applicant's Signature

1/8/21
Date

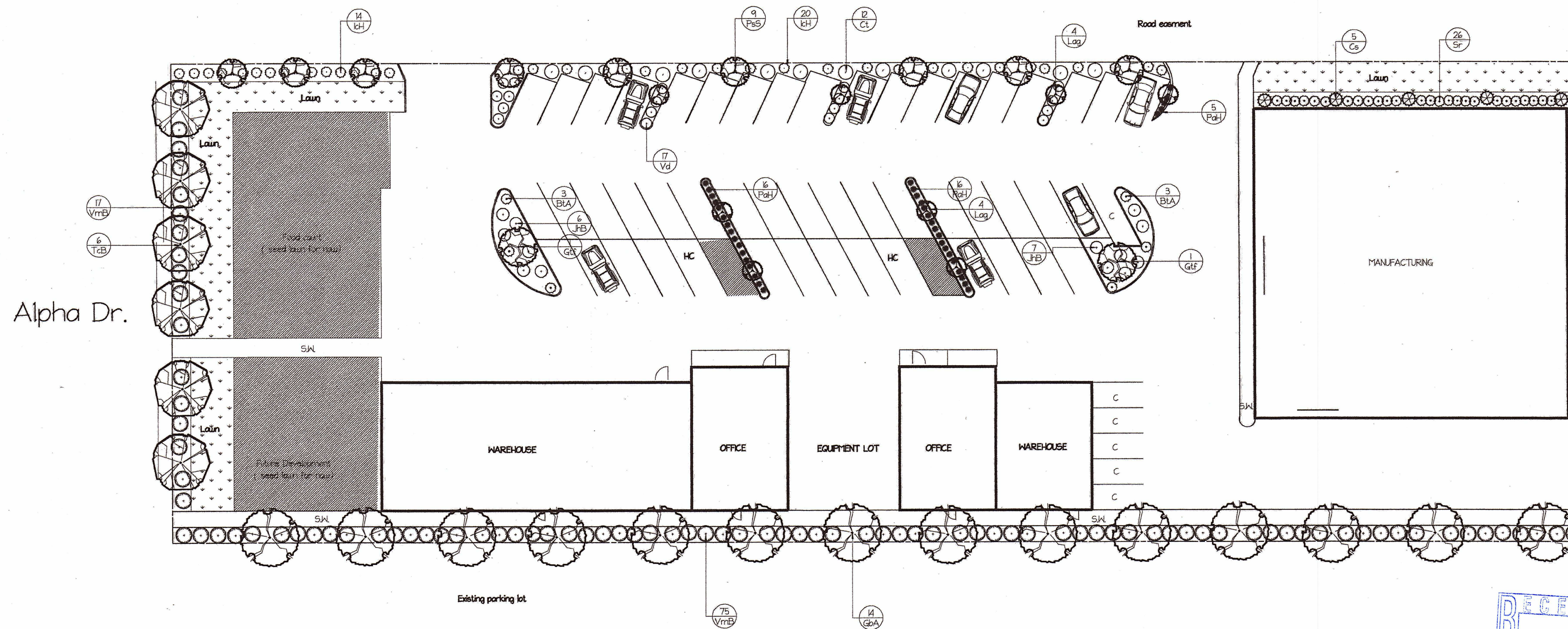

Property Owner's Signature

1/8/21
Date

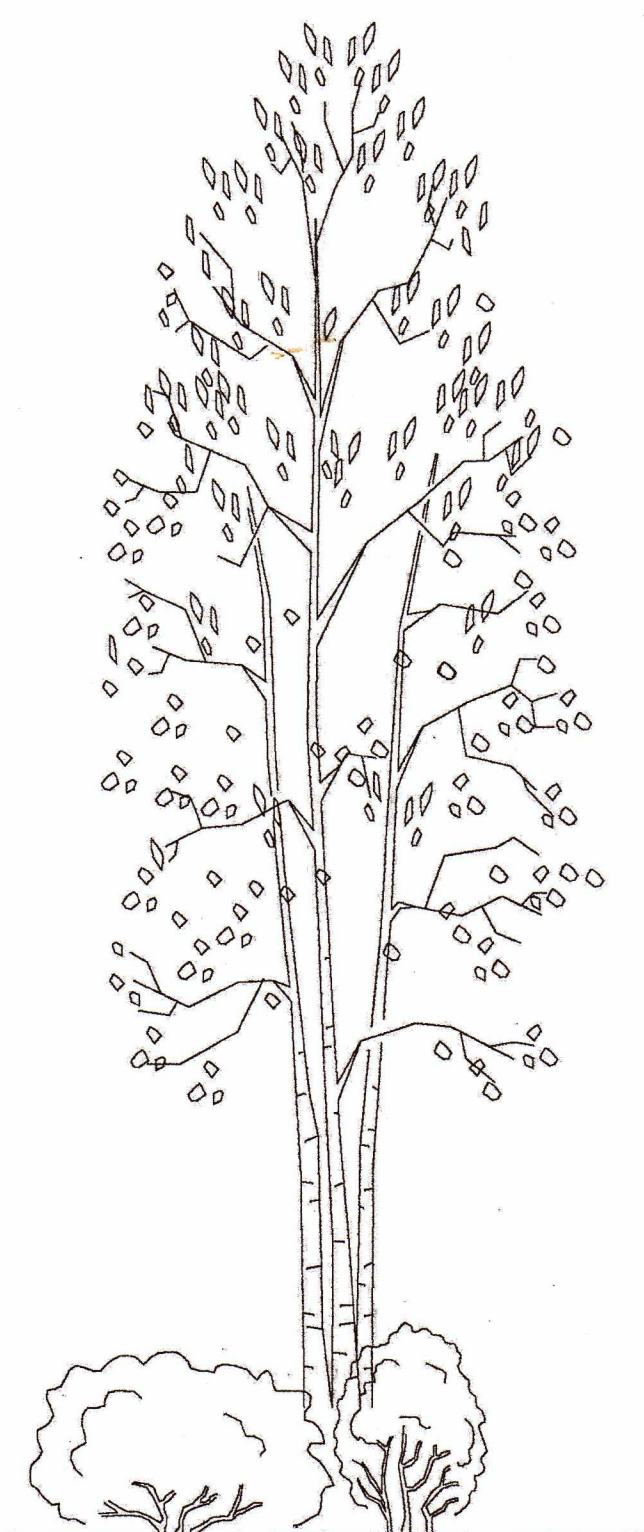
LANDSCAPE PLAN

Key	Qty	Botanical Name	Common Name	Remarks
Trees				
Cs	5	Cupressus sempervirens	ITALIAN CYPRESS	4-6'
GbA	14	Ginkgo biloba 'Autumn Gold'	AUTUMN GOLD MADENHAR TREE	2" Cal.
Gf	2	Gleditsia triacanthos f. inermis 'Shademaster'	SHADEMASTER THORNTLESS HONEY LOCUST	2" Cal.
Ps	9	Prunus serrulata 'Shiro-fugen'	SHIRO-FUGEN JAPANESE FLOWERING CHERRY	2" Cal.
TcB	6	Tilia cordata 'Bailey'	SHAMROCK SMALL-LEAVED LINDEN	2" Cal.
Shrubs				
BIA	6	Berberis thunbergii 'Atropurpurea Nana'	ATROPURPUREA NANA JAPANESE BARBERRY	2-3 Gal.
Cl	12	Choisya ternata	MEXICAN ORANGE	2-3 Gal.
Lag	8	Lagerstroemia x 'Peccol'	PECOS CRAPENYRTLE	4-6'
Sr	26	Sorapococa ruscifolia	VANILLA PLANT	2-3 Gal.
Vd	17	Viburnum davidii	DAVID VIBURNUM	2-3 Gal.
Ornamental Grasses				
PaH	37	Pennisetum alopecuroides 'Hamelin'	HAMELIN FOUNTAIN GRASS	1 Gal.
Perennials and Annuals				
VmB	92	Vinca minor 'Bowles Variety'	BOWLES VARETY PERIWINKLE	1 Gal.
Groundcovers				
Ch	34	Ilex crenata 'Helleri'	HELLERI BOX LEAVED HOLLY	2-3 Gal.
JHB	8	Juniperus horizontalis 'Bar Harbor'	BAR HARBOR CREEPING JUNIPER	2-3 Gal.

Note: All beds to be irrigated with Rain Bird fixed spray heads



NOTES



No.	Date	Description



Alpha Drive Development

McMinnville, Or. 97128

SCALE	1"=20'
DRAWN BY	Rob Stephenson
CHECKED BY	RHS
DATE	Jan 2021
DATE OF PRINT	1/4/2021

PROJECT NO.	281-21
SHEET NO.	1



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

EXHIBIT 4 - STAFF REPORT

DATE: February 17, 2021
TO: Landscape Review Committee Members
FROM: Jamie Fleckenstein, Associate Planner
SUBJECT: Agenda Item 4C – Adoption of 2021 LRC Work Plan

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:

The purpose of this item is to finalize and adopt a Work Plan for the 2021 calendar year to guide the Landscape Review Committee activities during that time.

Background:

The Landscape Review Committee has a defined purpose in the McMinnville Municipal City Code: *To ensure that the appearance of the City of McMinnville is enhanced by encouraging quality landscaping which will benefit and protect the health, safety and welfare of the general public.* In recent years, the Landscape Review Committee has adopted an annual work plan to help guide committee work and projects throughout the following year.

The 2021 Draft Work Plan that is being considered is based on the 2020 Work Plan that was adopted by the Landscape Review Committee. Staff has updated the 2021 Draft Plan to reflect work that has been completed or initiated by the Landscape Review Committee over the past year.

Discussion:

Below is a summary and brief discussion of Goals, Strategies, and Actions included by staff on the 2021 Draft Work Plan:

- Goal: Evaluate & Enhance the McMinnville's Urban Forest & Landscape
 - Strategy: Conduct a Street Tree Inventory
 - Action: Develop/Recommend Plan for Implementation

- A street tree inventory has been identified by staff as a critical initial step towards evaluating McMinnville’s urban forest. Establishing the extent and health of the existing urban forest will allow the City to evaluate policies and programs and work towards policies to expand and improve the urban forest throughout the city. Consultants can be hired to conduct full inventories, but they are very expensive. Partial inventories can be conducted and the results extrapolated to provide a representative inventory of the city’s trees. Another option could include a volunteer effort to collect the data necessary to create an inventory. A volunteer effort would be a large undertaking to organize and manage, and would be dependent on staff work load.
 - Priority: High
- Strategy: Evaluate Chapter 17.57 – Landscaping
 - Action: Review Chapter 17.57 and Recommend Revisions
 - Continuing work and discussions begun in 2020, the committee can evaluate the Landscaping Chapter of the Zoning Ordinance and provide recommendations to staff for updates/revisions that would improve the Chapter.
 - Priority: Medium
- Strategy: Evaluate Chapter 17.58 – Trees
 - Action: Review Chapter 17.57 and Recommend Revisions
 - Continuing work and discussions begun in 2020, the committee can evaluate the Tree Chapter of the Zoning Ordinance and provide recommendations to staff for updates/revisions that would improve the Chapter.
 - Priority: Medium
- Strategy: Promote Healthy, Safe, and Diverse Urban Forest
 - Action: Work with MW&L to address “problem” trees around power lines
 - Continuing work and discussions begun in 2020, the committee can provide recommendations for a program to address pruning and/or replacement of identified problematic trees identified through the MW&L power line clearance pruning program.
 - Priority: Medium
 - Action: Develop a “Right Tree, Right Place” Informational Brochure
 - An educational/informational pamphlet describing how to select and site trees appropriately within the City that can be made available to the public has been discussed within the committee. Monetary costs would include potentially hiring a graphic designer and/or publishing costs.
 - Priority: Low
- Goal: Increase Awareness & Appreciation of McMinnville’s Urban Forest & Landscape
 - Strategy: Celebrate Arbor Day
 - Action: Promote Arbor Day Events in McMinnville
 - McMinnville has traditionally organized and held an event to celebrate Arbor Day, which is recognized in April. This event has been a requirement of the Tree City USA program, which has recognized McMinnville for 24 consecutive years. Last year, due to the COVID-19 pandemic, a community event was not required to apply for Tree City USA recognition, and McMinnville did not hold an event. Similarly, a community event is not a requirement this year. The committee can discuss if an event can/should be held and promoted.
 - Priority: High
 - Action: Coordinate Arbor Day Tree Planting Event

- If an Arbor Day event is to be held, then the committee can help organize and coordinate location, materials, and volunteers/community participation.
 - Priority: High
- Goal: Preserve McMinnville's Urban Forest & Landscape
 - Strategy: Manage Existing Landscape and Trees
 - Action: Provide Recommendations and Guidance for Natural Features Protections
 - Following up on recent UGB expansion work, staff will be working with a consultant on a Natural Features Management Program that will include recommendations for a management program for tree groves and individual significant/landmark trees. This work may incorporate recommendations from the committee based on discussions begun in 2020 surrounding tree protection measures.
 - Priority: High

A discussion of additional projects that the Landscape Review Committee could undertake may be initiated by the committee, and those may be incorporated into the final adopted work plan.

Attachments:

Landscape Review Committee Draft 2021 Work Plan.

Fiscal Impact:

The City will be researching grant opportunities to obtain funds to help complete projects and activities from the Work Plan.

Other activities may require completion in-kind by city staff as workloads allow.

Recommendation:

Staff recommends that the Landscape Review Committee, after discussing the draft Work Plan and deliberating, adopt a 2021 Work Plan for the Landscape Review Committee.

Suggested Motion: "That the Landscape Review Committee adopt the 2021 Work Plan as provided by staff"

JF

McMinnville Landscape Review Committee - 2021 Work Plan (Draft)

GOAL : Evaluate & Enhance the McMinnville's Urban Forest & Landscape

Strategy	Action	Priority	Timeframe	Cost	Responsibility
Conduct a Comprehensive Inventory of McMinnville's Street Trees	Develop/Recommend Plan for Implementation	High	Winter 2021	Staff/\$	City of McMinnville (City)/ Landscape Review Committee (LRC)
Evaluate Landscaping Chapter of McMinnville Zoning Ordinance	Review Chapter 17.57 and Recommend Revisions to Improve City's Landscape	Medium	Winter 2021	Staff	City/LRC
Evaluate Tree Chapter of McMinnville Zoning Ordinance	Review Tree Chapter and Recommend Revisions to Improve Urban Forest	Medium	Winter 2021	Staff	City/LRC
Promote Healthy, Safe, and Diverse Urban Forest	Work with MW&L on Process to Identify/Remove/Replace Problem Trees Under Power Lines	Medium	Fall 2021	Staff	City/LRC
	Develop "Right Tree for the Right Place" Informational Pamphlet	Low	Fall 2021	Staff/\$	City/LRC

GOAL: Increase Awareness & Appreciation of McMinnville's Urban Forest & Landscape

Strategy	Action	Priority	Timeframe	Cost	Responsibility
Celebrate Arbor Day in McMinnville	Promote Arbor Day Events in McMinnville	High	Spring 2021	Staff	City/LRC
	Coordinate Arbor Day Tree Planting Event	High	Spring 2021	Staff/\$	City/LRC
Educate Community on Urban Forestry					

GOAL: Preserve McMinnville's Urban Forest & Landscape

Strategy	Action	Priority	Timeframe	Cost	Responsibility
Manage Existing Landscape and Trees	Provide Recommendations and Guidance for Natural Features Management Program	High	Summer 2021	Staff	City/LRC