

**Landscape Review Committee  
ZOOM Online Meeting  
Wednesday, March 16, 2022 - 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/83002047920?pwd=eGxNV1hUNVZ0SIIMV29xeE55WkI0UT09>

Meeting ID: 830 0204 7920  
Passcode: 340715

**Or join ZOOM Meeting by phone via the following number: 1-253-215-8782**

Committee Members	Agenda Items
John Hall. Chair	1. <b>Call to Order</b>
Rob Stephenson, Vice Chair	2. <b>Citizen Comments</b>
Patty Sorensen	3. <b>Discussion Items</b>
Carlton Davidson	4. <b>Action Items</b>
Brian Wicks	A. L 2-22 – Olde Stone Village Landscape Review (Exhibit 1) 4155 NE Three Mile Lane (R4424C 00400).
	B. L 3-22 – Palmer Tree Removal (Exhibit 2) 542 SW Honeysuckle Court (R4419DA 11400).
	5. <b>Committee Member Comments</b>
	6. <b>Staff Comments</b>
	7. <b>Adjournment</b>

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](http://www.mcminnvilleoregon.gov). You may also request a copy from the Planning Department.

## **EXHIBIT 1 - STAFF REPORT**

**DATE:** February 16, 2022  
**TO:** Landscape Review Committee Members  
**FROM:** Monica Bilodeau, Senior Planner  
**SUBJECT:** Landscape Plan Review Application (L 2-22)

### **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

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#### **Report in Brief:**

This proceeding is a review by the Landscape Review Committee of an application for a landscape plan (L 2-22) for an RV Park Expansion at 4155 NE Three Mile Lane (R4424C 00400). 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.

#### **Background:**

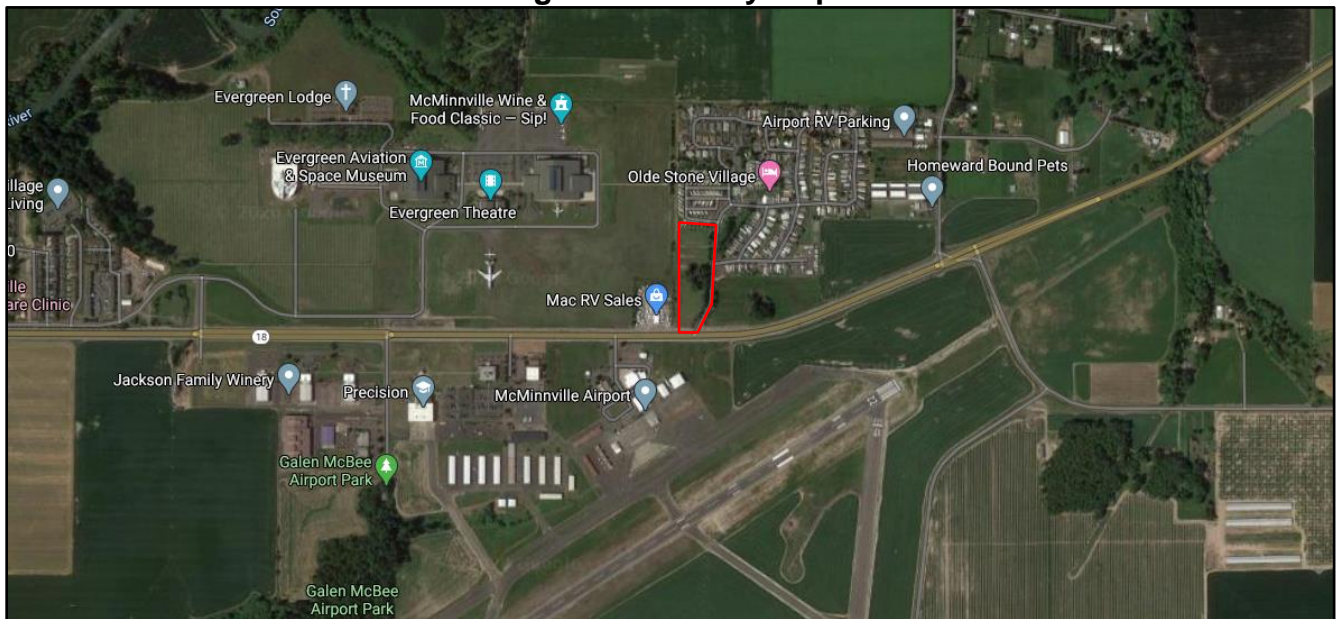
The applicant, Tony Weller submitted a landscape plan review on behalf of the Olde Stone Village NW LLC. The landscape architect is Erin Holsonback at Otten + Associates.

#### **Discussion:**

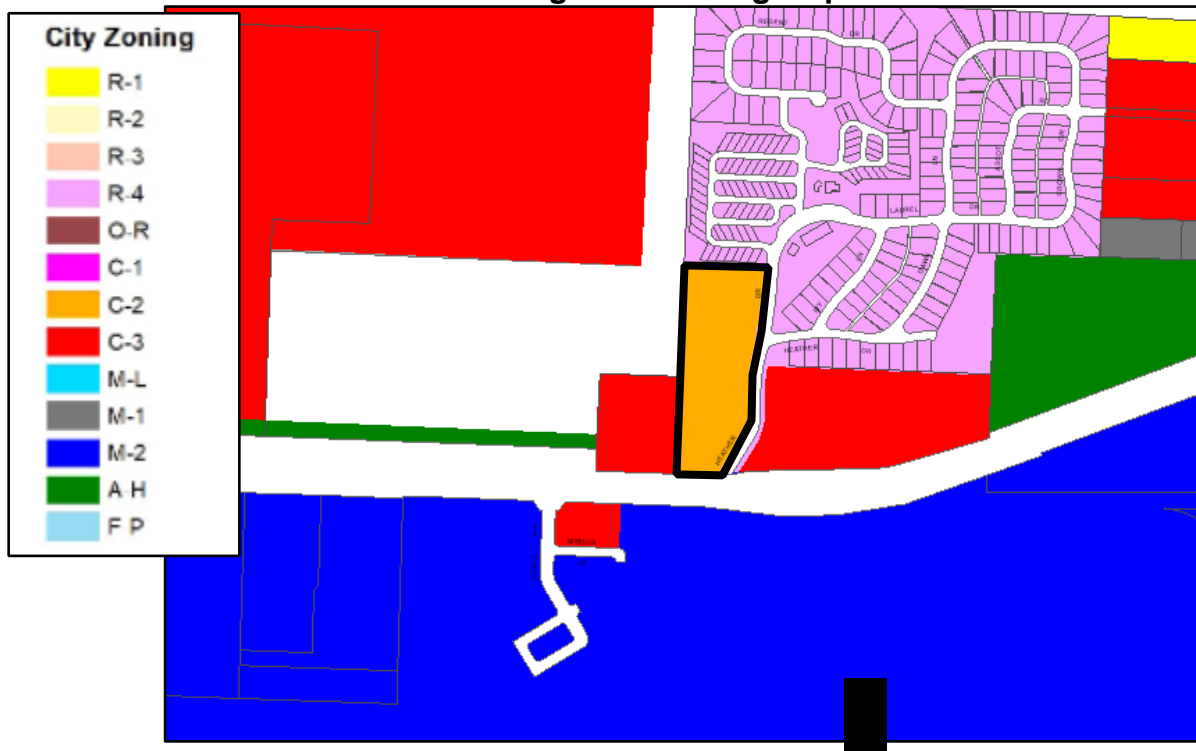
The proposed development is on land zoned C-2 (Travel Commercial). McMinnville Municipal Code (MMC) Section 17.57.030 requires landscaping in the C-2 zone. Landscaping was also required per the approved land use decision for the RV park expansion (RVP1-20).

The Recreational Vehicle Park received approval under (RVP 1-20) to expanded Olde Stone Village RV Park No. 2. The approval added 39 RV spaces adjacent to Olde Stone Village, including a new clubhouse building and swimming pool.

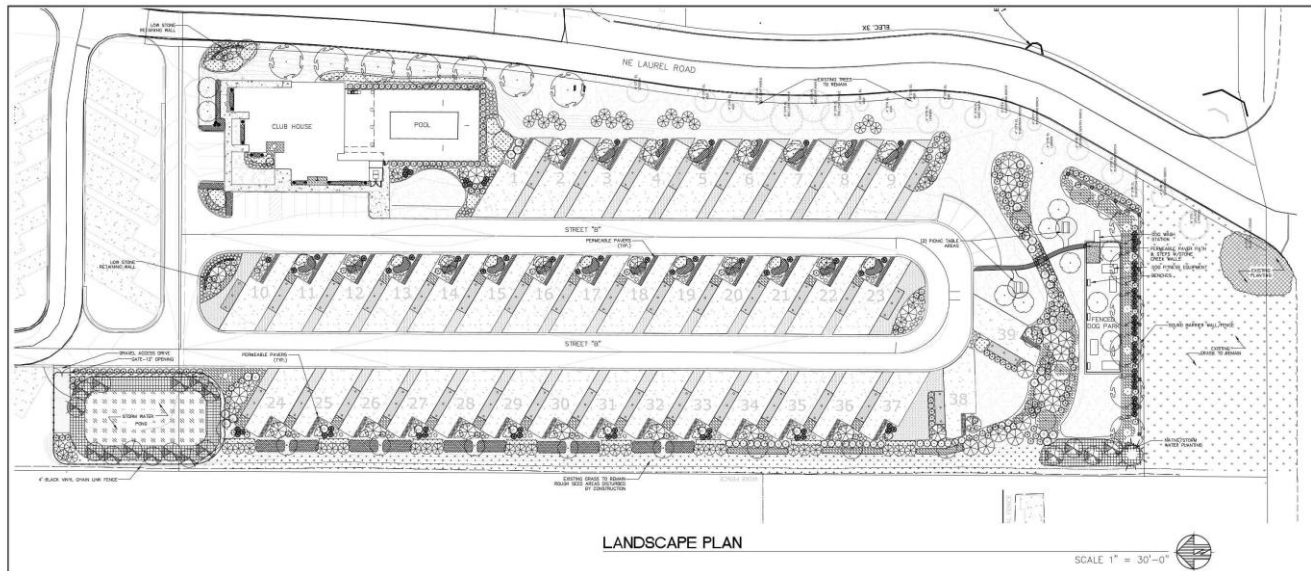
**Figure 1: Vicinity Map**



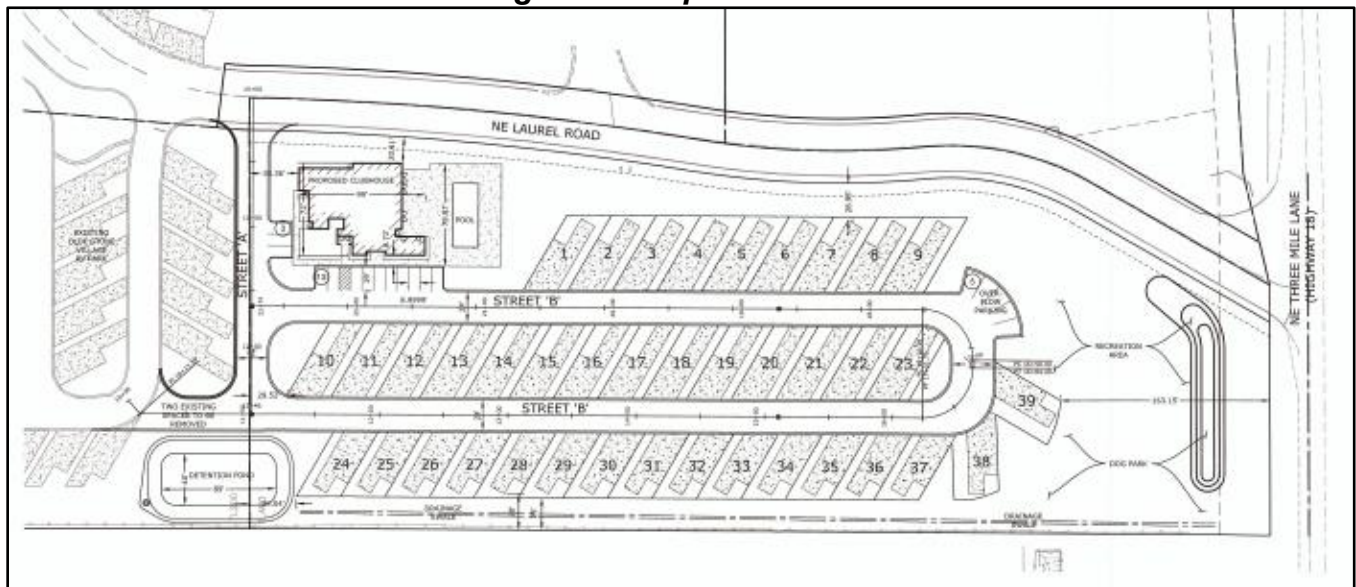
**Figure 2: Zoning Map**



**Figure 3: Landscape Plan**



**Figure 4: Proposed Site Plan**



### **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.

Attachments:

Attachment A – Decision Document L2-22



**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 2-22 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT.**

**DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN REVIEW FOR A RV PARK COMMUNITY EXPANSION AT 4155 NE THREE MILE LANE.**

**DOCKET:** L 2-22 (Landscape Plan Review)

**REQUEST:** Approval of a Landscape Plan for Olde Stone Village RV Park.

**LOCATION:** 4155 NE Three Mile Lane (R4424C 00400)

**ZONING:** C-2 (Travel Commercial)

**APPLICANT:** Tony Weller

**STAFF:** Monica Bilodeau, Senior Planner

**DATE DEEMED  
COMPLETE:** February 18, 2022

**DECISION-MAKING**

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

**MEETING DATE**

**& LOCATION:** March 16, 2022

Zoom Online Meeting:

<https://mcminnvilleoregon.zoom.us/j/82691273624?pwd=bW14THRCT3hlcjFKcUMxUE5uYINSdz09>

Meeting ID: 826 9127 3624

Passcode: 486826

**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.



## **I. APPLICATION SUMMARY:**

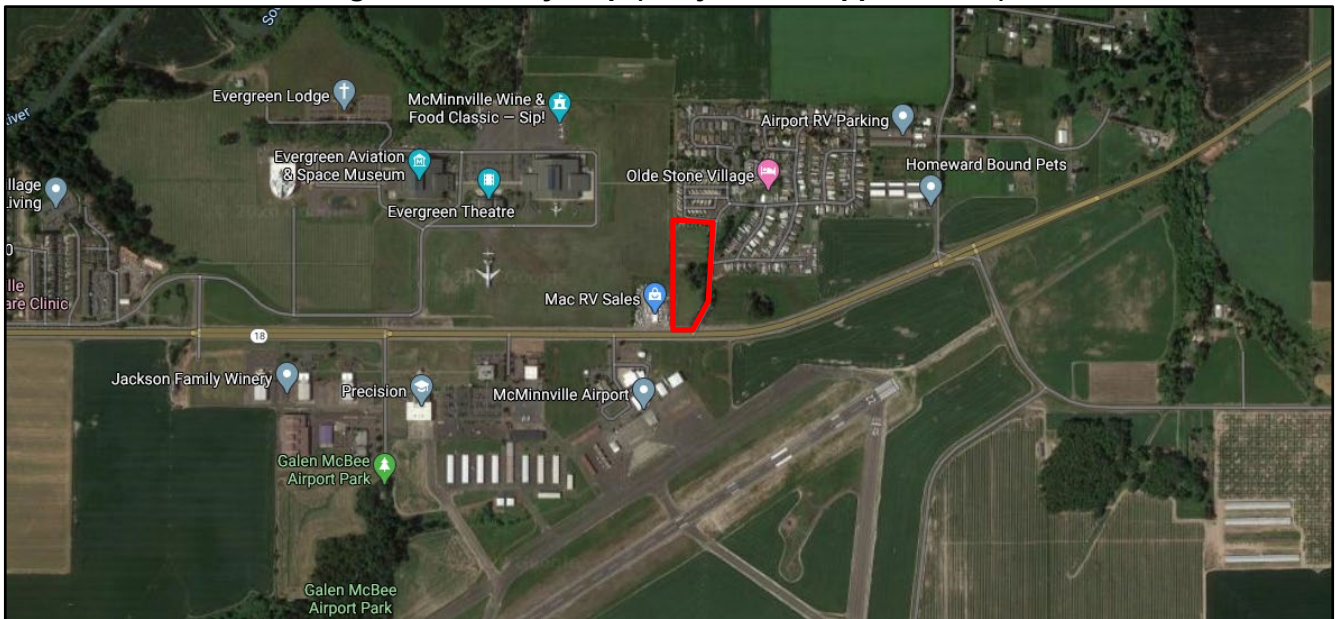
### ***Subject Property & Request***

The applicant, Tony Weller, submitted a landscape plan review on behalf of the Olde Stone Village NW, LLC, seeking approval of a landscape plan for a RV Park Expansion.

The subject site is located at 4155 NE Three Mile Lane. The property is identified as Lot 1 of the Airport Rendezvous subdivision, and further described as Tax Lot 400, Section 24C, T. 4 S., R. 4 W., W.M. (see Figure 1: Vicinity Map). The subject property is zoned C-2 and is within the Three Mile Lane Planned Development Overlay (see Figure 2: Zoning Map). The property is approximately 4.92 acres.

The Recreational Vehicle Park received approval under (RVP 1-20) to expanded Olde Stone Village RV Park No. 2. The approval added 39 RV spaces adjacent to Olde Stone Village, including a new clubhouse building and swimming pool. Two spaces from the existing Olde Stone Village RV park will be removed to accommodate a street connection between the two RV parks and a new water quality facility. (see Figure 3: Site Plan, Figure 4: Landscape Plan).

**Figure 1: Vicinity Map (Subject Site Approximate)**



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### ***Attachments:***

Attachment 1 – Application, Attachments, Supplemental Submittals



Figure 2: Zoning Map

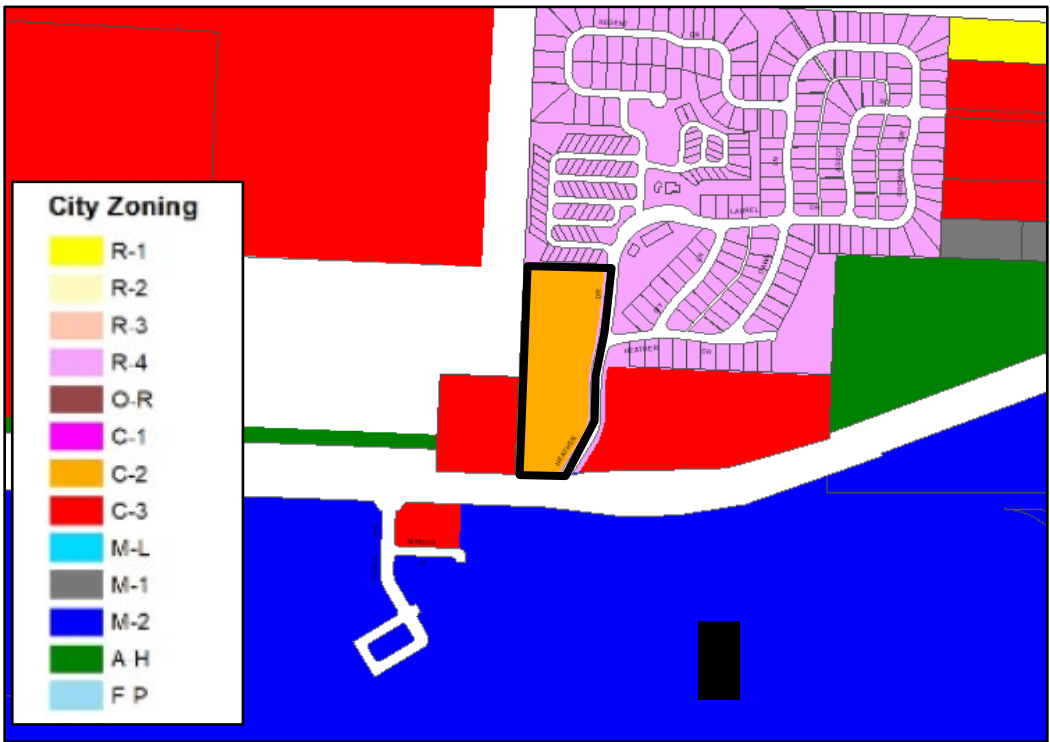
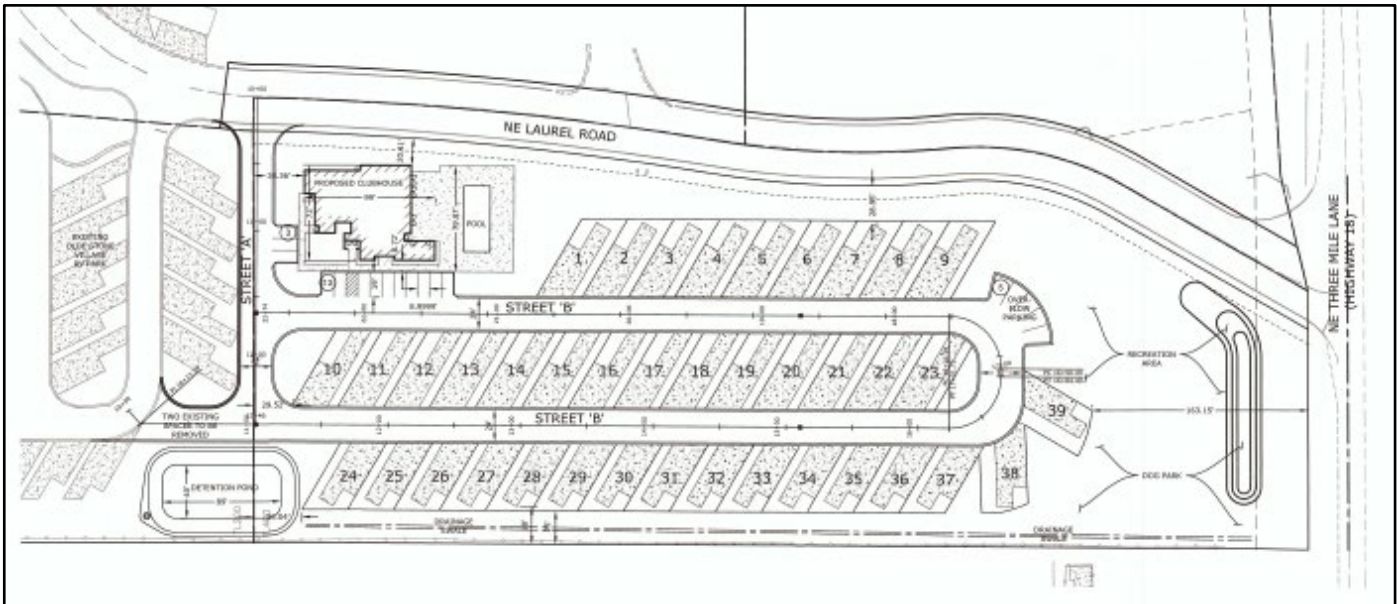
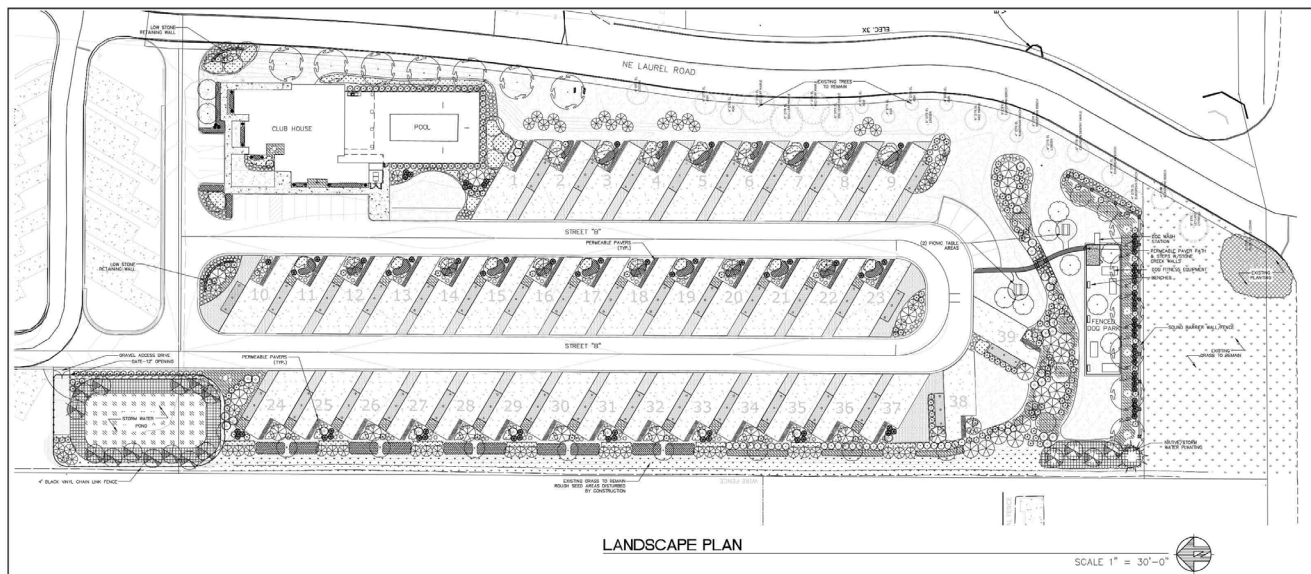


Figure 3: Site Plan



**Figure 3: Landscape Plan**



### **Summary of Criteria & Issues**

The proposed development is on land zoned C-2 (Travel Commercial). McMinnville Municipal Code (MMC) Section 17.57.030 requires landscaping in the C-2 zone. Landscaping was also required per the approved land use decision for the RV park expansion (RVP1-20). Landscaping is required subject to the criteria and standards described in MMC Chapter 17.57-Landscaping.

### **II. CONDITIONS:**

1. The applicant shall revise landscape plans per McMinnville Water and Light recommendations. Submit final revised plans to the City.
2. Prior to occupancy planning staff shall conduct an inspection to ensure all landscaping has been installed per approved plans.
3. All landscaping shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.

### **III. ATTACHMENTS:**

1. L 2-22 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. Comments were only received from McMinnville Water and Light by the publication of this packet.

#### **Attachments:**

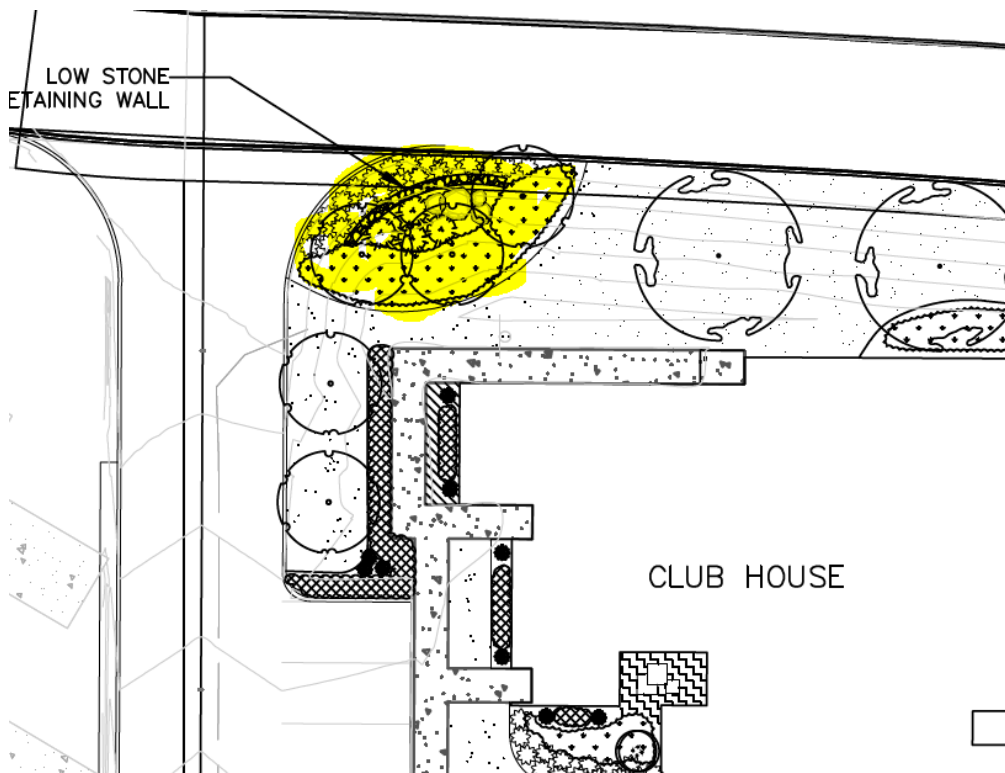
Attachment 1 – Application, Attachments, Supplemental Submittals

- McMinnville Water and Light

Power: Power design is not complete and we need to find a home for (3) transformers and (1) vault; transformers must be within 10'-15' of a truck accessible, hard surface; minimum clearances need to be maintained from transformer to buildings and mature landscaping.

Maintain ten (10) foot clearance between tree trunk or root ball from any transformer, power, or water vault, and fire hydrants. Limbs shall be trimmed to maintain clearances up to eight (8) feet above said facilities.

Water: Low stone retaining wall and landscaped area is in direct conflict with future public water facilities; fire hydrant and two water services/meters. See clearance details; FH-CLR & 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**

1. The owner, Paul Brewer Olde Stone Village NW, LLC, submitted a landscape plan review application on January 18, 2022.
2. The application was deemed complete on February 18, 2022.

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Attachments:

Attachment 1 – Application, Attachments, Supplemental Submittals

3. Notice of the application was referred to the public agencies for comment. No agency comments were received.
4. A public meeting was held by the Landscape Review Committee on March 16, 2022, to review the application and proposed landscape plan.

## **VI. FINDINGS OF FACT - GENERAL FINDINGS**

1. **Location:** 4155 NE Three Mile Lane (R4424C 00400)
2. **Size:** Approximately 4.92 acres
3. **Comprehensive Plan Map Designation:** Commercial
4. **Zoning:** C-2 (Travel Commercial)
5. **Overlay Zones/Special Districts:** N/A
6. **Current Use:** Existing Olde Stone RV Park and community.
7. **Other Features:** There are no significant or distinguishing nature features associated with this property.

## **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.

### **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:

Attachments:

Attachment 1 – Application, Attachments, Supplemental Submittals



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.

**FINDING: SATISFIED.** The addition of landscaping on this site 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);

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Attachments:

Attachment 1 – Application, Attachments, Supplemental Submittals

- 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).

**FINDING: SATISFIED.** The proposed development is within the C-2 (Travel Commercial) zone; therefore, landscaping is required subject to landscaping requirements of commercial zones 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:

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

**FINDING: SATISFIED.** The applicant has stated 99,169 square feet is proposed for landscaping. The entire site is 4.9 acres, therefore 46 percent is proposed landscaping. The proposed landscaping area exceeds the minimum landscaping coverage requirement for commercial development. Therefore, this standard is met.

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

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

**FINDING: SATISFIED.** The proposed RV expansion is adjacent to the existing RV park and commercial areas to the west. This factor is satisfied.

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

**FINDING: SATISFIED.** There is a large landscaping buffer fronting the Highway that will adequately screen guests. There is also proposed screening along the west side buffering the proposed RV stalls from the property to the west. There are also existing trees being retained along NE Laurel Road and proposed trees adjacent to the proposed club house and pool. Therefore, this factor is satisfied.

**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.

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**Attachments:**

Attachment 1 – Application, Attachments, Supplemental Submittals

**FINDING: Not Applicable.** No significant natural areas are present on the site to incorporate into the development of the project. All existing trees are proposed to be retained. 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.

**FINDING: SATISFIED.** This is an RV park so there is only a small 10 lot parking area in front of the clubhouse. Each RV space has included adequate landscaping at each site. This factor is satisfied.

**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.

**FINDING: SATISFIED.** No prohibited trees are proposed in the parking area. This factor is satisfied.

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

**FINDING: SATISFIED.** The landscape plan states that all landscape area to be irrigated with an automatic underground sprinkler system. Therefore, this factor is met.

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

**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.

## **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.

**FINDING: Not Applicable.** The proposed development is fronting Highway 18 although this addition is not proposing any changes to the existing frontage and existing landscaping. No alterations to the existing planting are within the right-of-way is proposed. Therefore, this standard does not apply.

## **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.

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*Attachments:*

Attachment 1 – Application, Attachments, Supplemental Submittals

**FINDING: Not Applicable.** The proposed development is fronting on Highway 18. Highway 18 is classified as a Major arterial in the Transportation System Plan and maintained by Oregon Department of Transportation. The right-of-way is already developed. Therefore, this standard does not apply.



**Planning Department**

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

**Office Use Only:**

File No. L 2-22  
 Date Received 1/18/2022  
 Fee \$905.50  
 Receipt No. 205536  
 Received by AW

## Landscape Plan Review Application

### **Applicant Information**

**Applicant is:** ☐ Property Owner ☐ Contract Buyer ☐ Option Holder ☐ Agent ☒ Other Owner's Rep.

Applicant Name CESNW, Inc. Phone \_\_\_\_\_

Contact Name Tony Weller Phone 503-968-6655  
*(If different than above)*

Address 13190 SW 68th Parkway, Ste 150

City, State, Zip Tigard, OR 97223

Contact Email tweller@cesnw.com

### **Property Owner Information**

Property Owner Name Olde Stone Village NW, LLC Phone \_\_\_\_\_  
*(If different than above)*

Contact Name Paul Brewer Phone 949-249-1830

Address PO Box 6956

City, State, Zip Laguna Niguel, CA 92607

Contact Email pbrewer@villagenorthwest.com

### **Site Location and Description**

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

Property Address 4155 NE Three Mile Lane

Assessor Map No. R4 4 - 24C - 00400 Total Site Area +/-4.6 Acres

Subdivision Airport Rendezvous Block \_\_\_\_\_ Lot 1

Comprehensive Plan Designation Commercial Zoning Designation C-2 Travel Commercial

### **Landscaping Information**

1. Total Landscaped Area: 99,169 sf
2. Percent Landscaped: 50%
3. Building Floor Area:  
New Structure: 4,806 SF Existing Structure: \_\_\_\_\_ Addition: \_\_\_\_\_
4. Architect Name Otten + Associates Phone 503-972-0311  
(Landscape Architect; Engineer; or Other Designer)  
Contact Name Erin Holsonback Phone 503-449-8317  
Address 3933 South Kelly Avenue, Suite B  
City, State, Zip Portland, OR 97239  
Contact Email erin@ottenla.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. (Will pay by credit card)*

**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.**

Anthony R. Weller  
Applicant's Signature

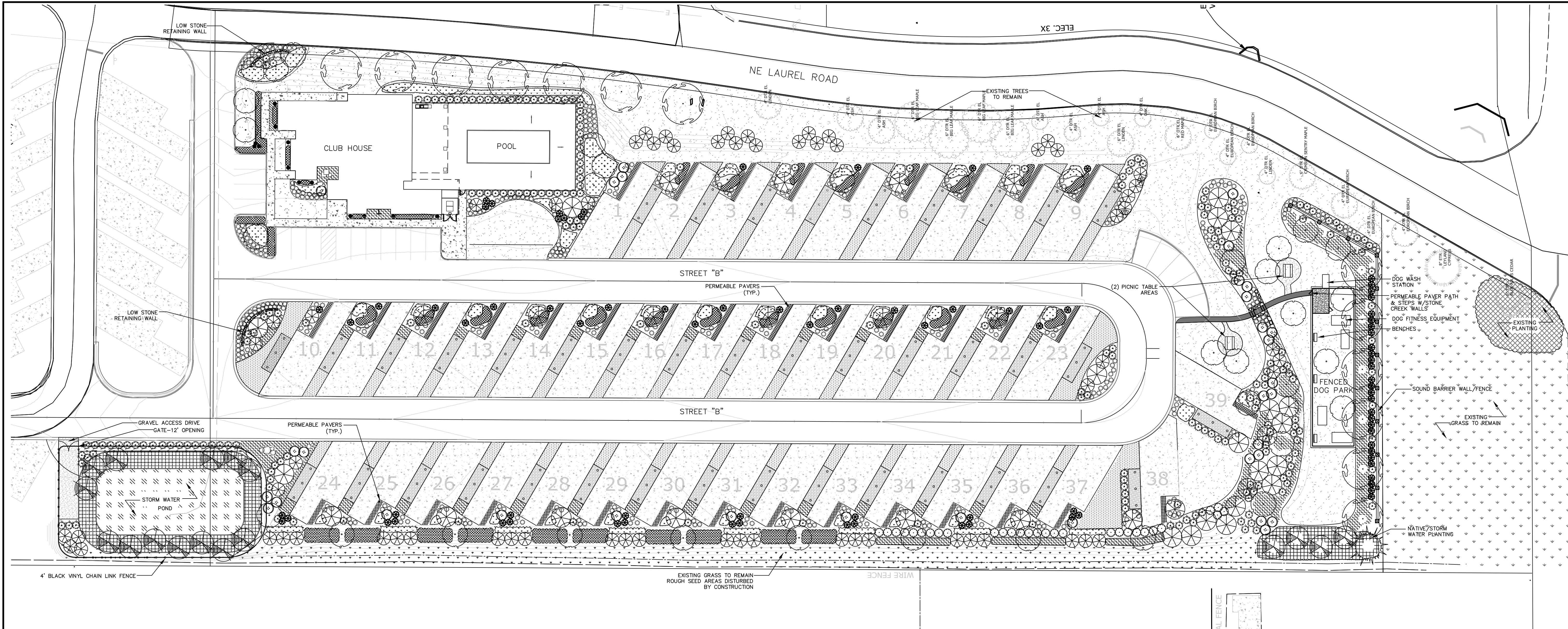
1/14/2022

Date

[Signature]  
Property Owner's Signature

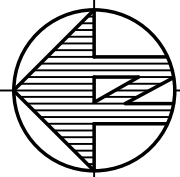
1/15/2022  
Date





LANDSCAPE PLAN

SCALE 1" = 30'-0"



PRECAST CONCRETE PANEL

SOUND BARRIER WALL

GENERAL NOTES:  
1. Contractor is to verify all plant quantities.  
2. Adjust plantings in the field as necessary.  
3. Project is to be irrigated by an automatic, underground system, which will provide full coverage for all plant material. System is to be design/ build by Landscape Contractor. Guarantee system for a minimum one year. Show drip systems as alternate bid only.  
4. All plants are to be fully foliated, well branched and true to form.  
5. Contractor is to notify Landscape Architect or Owner's Representative of any site changes or unforeseen conditions that may be detrimental to plant health, or cause future problems to any structural elements of the project.

PLANT SYMBOLS & SUGGESTED PLANT LIST

SYMBOL	QUANTITY	TYPE	EXAMPLES	SIZE	SYMBOL	QUANTITY	TYPE	EXAMPLES	SIZE	SYMBOL	QUANTITY	TYPE	EXAMPLES	SIZE
	13	Street or Shade Trees	Katsura Tree Black Gum Hedge Maple European Hornbeam Tricolored Beech	2" cal.		228	Medium Ornamental Shrubs 3 1/2 - 5' ht.	Red Knockout Rose Diablo Ninebark Fine Wine Weigela Red-Twig Dogwood Pee Wee Hydrangea	3-5 gal.		800	Groundcover	Bearberry Cotoneaster Kinnikinnick Emerald Green Bramble Liriope Strawberry Creeping Oregon Grape	1 gal.
	44	Small Deciduous Ornamental, Flowering or Columnar Tree	Japanese Maple Flowering Pear Korean Dogwood Flowering Cherry Columnar Hornbeam	1 3/4" cal.		29	Tall Evergreen Hedge Shrub	Pacific Wax Myrtle Compact Strawberry Bush Glossy Abelia	5 gal.		47,190 sf	Fine Lawn	See Specifications	
	1	Large Native Evergreen Tree	Douglas Fir	1 3/4" cal.		300	Evergreen Shrubs 3'-5' ht.	Gulf Stream Nandina Winter Gem Boxwood David Viburnum Rainbow Leucothoe Oregon Grape Boxwood	2-5 gal.		4,471 sf	Moist Area Seed Mix	See Specifications	
	17	Small Native Tree	Cascara Alder Vine Maple	1 3/4" cal.		450	Low Shrubs 2-3' ht.	Lemon Lime Nandina Concord Barberry Glossy Spirea Mugo Pine	1-2 gal.		3,500 sf	Storm Water Planting Per City of Salem Public Works Design Standards	Juncus patens Carex obovata	Plugs 9" o.c.
	106	Conifer Tree	Hogan Cedar Vanderwolf Pine Italian Cypress	6-7"		436	Ornamental Grasses & Perennials	Blue Oat Grass Fountain Grass Maiden Eulalia Grass Geranium Black-Eyed Susan	1 gal.		1,077 sf	Native Shrubs & Ground Cover Planting Per City of Salem Public Works Design Standards	Red-Twig Dogwood Douglas Spirea Snowberry Ribes Fragaria chiloensis	1-2 gal.
	33	Small Deciduous Tree	Paperbark Maple Japanese Snowbell Magnolia	7-8"			Boulders 30"-48" (TYP.)				7,850 sf	Synthetic Turf		
	98	Upright Conifers	Moonglow Juniper Slender Hinoki Cypress Baby Blue Eyes Spruce	6-7"		6,520 sf	River Rock (TYP.)							

REGISTERED  
LANDSCAPE ARCHITECT  
L793  
ERIN HOLSONBACK  
OREGON  
5/10/2013  
EXP. 5/31/22

OTTEN + ASSOCIATES  
LANDSCAPE ARCHITECTURE  
3933 South Kelly Avenue, Suite B • Portland, OR 97239  
Phone: (503) 972-0311 • www.ottenla.com

OLDE STONE VILLAGE  
McMINNVILLE, OR  
LANDSCAPE PLAN

DATE  
01/13/2022  
SCALE  
NOTED  
DRAWN  
LHH  
CHECKED  
EEH  
SHEET NO  
L1.0

NO.

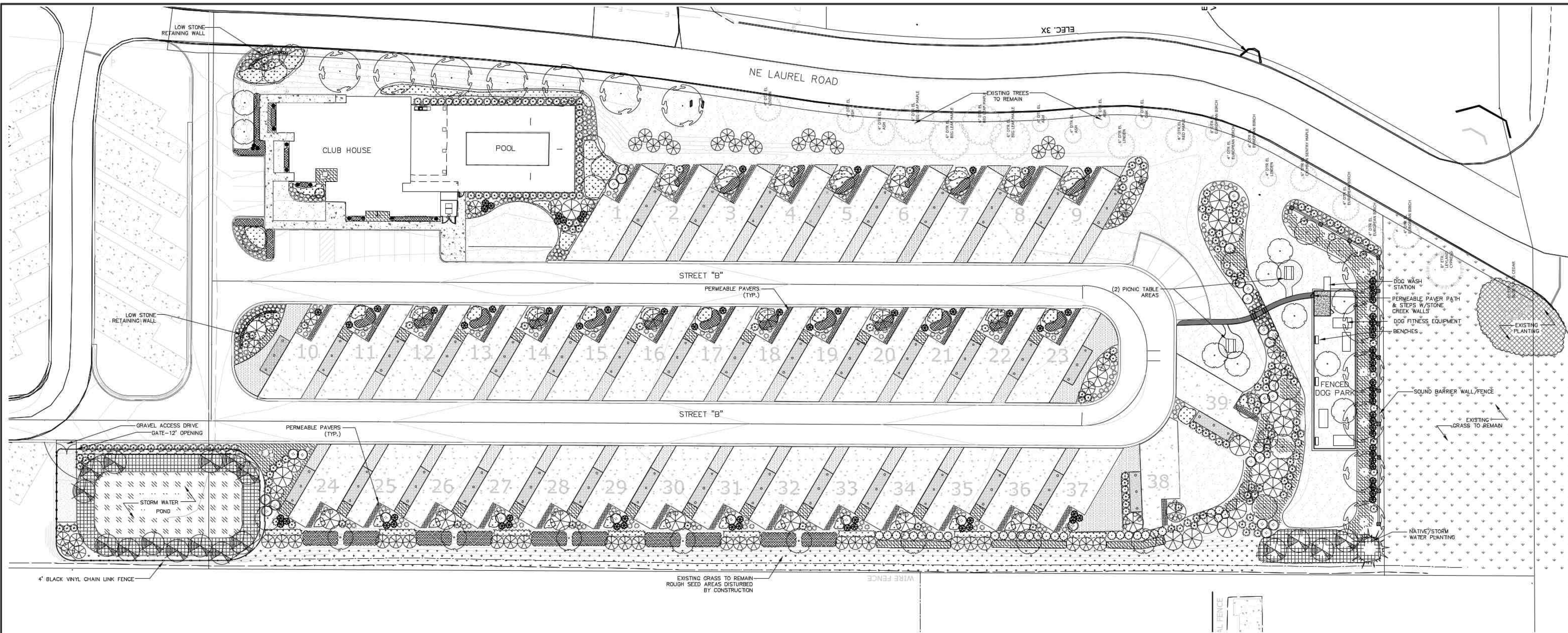
DATE

REVISIONS









LANDSCAPE PLAN

SCALE 1" = 30'-0"



PRECAST CONCRETE PANEL

SOUND BARRIER WALL

GENERAL NOTES:

- 1. Contractor is to verify all plant quantities.
- 2. Adjust plantings in the field as necessary.
- 3. All new landscape areas will be irrigated by an automatic, underground sprinkler system, which will provide full coverage for all plant material. System is to be design/ build by Landscape Contractor. Submit irrigation design shop drawing to Landscape Architect for review. Guarantee system for a minimum one year, verify water source with owner.
- 4. All plants are to be fully foliated, well branched and true to form.
- 5. Contractor is to notify Landscape Architect or Owner's Representative of any site changes or unforeseen conditions that may be detrimental to plant health, or cause future problems to any structural elements of the project.

PLANT SYMBOLS & SUGGESTED PLANT LIST

SYMBOL	QUANTITY	TYPE	EXAMPLES	SIZE	SYMBOL	QUANTITY	TYPE	EXAMPLES	SIZE	SYMBOL	QUANTITY	TYPE	EXAMPLES	SIZE
	13	Street or Shade Trees	Katsura Tree Black Gum Hedge Maple European Hornbeam Tricolored Beech	2" cal.		228	Medium Ornamental Shrubs 3 1/2 - 5' ht.	Red Knockout Rose Dialia Nirvana Fine Wine Weigela Red-Twig Dogwood Pee Wee Hydrangea	3-5 gal.		800	Groundcover	Bearberry Cotoneaster Kinnikinnick Emerald Green Bramble Liriope Strawberry Creeping Oregon Grape	1 gal.
	44	Small Deciduous Ornamental, Flowering or Columnar Tree	Japanese Maple Flowering Pear Korean Dogwood Flowering Cherry Columnar Hornbeam	1 3/4" cal.		29	Tall Evergreen Hedge Shrub	Pacific Wax Myrtle Compact Strawberry Bush Glossy Abelia	9 gal.		47,190 sf	Fine Lawn		See Specifications
	1	Large Native Evergreen Tree	Douglas Fir	1 3/4" cal.		300	Evergreen Shrubs 3'-5' ht.	Gulf Stream Nandina Winter Gem Boxwood David Viburnum Rainbow Leucothoe Oregon Grape Boxwood	2-5 gal.		4,471 sf	Moist Area Seed Mix		See Specifications
	17	Small Native Tree	Cascara Alder Vine Maple	1 3/4" cal.		450	Low Shrubs 2-3' ht.	Lemon Lime Nandina Concord Barberry Glossy Spirea Mugo Pine	1-2 gal.		3,500 sf	Storm Water	Juncus patens Cortez ornate	Plugs 9" o.c.
	106	Conifer Tree	Hogan Cedar Vanderwolf Pine Italian Cypress	6-7'		436	Ornamental Grasses & Perennials	Blue Oat Grass Fountain Grass Maiden Eulalia Grass Geranium Black-Eyed Susan	1 gal.		1,077 sf	Native Shrubs & Ground Cover Planting Per City of Salem Public Works Design Standards	Red-twig Dogwood Douglas Spirea Snowberry Ribes Fragaria chiloensis	1-2 gal.
	33	Small Deciduous Tree	Paperbark Maple Japanese Snowbell Magnolia	7-8'			Boulders 30"-48" (TYP.)				7,800 sf	Synthetic Turf		
	98	Upright Conifers	Moonglow Juniper Slender Hinoki Cypress Baby Blue Eyes Spruce	6-7'			River Rock (TYP.)							

REGISTERED  
LANDSCAPE ARCHITECT  
L789  
ERIN HOLSONBACK  
OREGON  
8/10/2013  
EXP. 5/31/22

OTTEN + ASSOCIATES  
LANDSCAPE ARCHITECTURE  
3933 South Kelly Avenue, Suite B • Portland, OR 97239  
Phone: (503) 972-0311 • www.ottenla.com

OLDE STONE VILLAGE

MCMINNVILLE, OR

LANDSCAPE PLAN

DATE  
01/13/2022

SCALE  
NOTED

DRAWN  
LHH

CHECKED  
EEH

SHEET NO  
L1.0

1

2/25/22

DATE

NO.

REVISIONS

REVISE IRRIGATION NOTE PER CITY COMMENT



## EXHIBIT 2 - STAFF REPORT

**DATE:** March 16, 2022  
**TO:** Landscape Review Committee Members  
**FROM:** Monica Bilodeau, Senior Planner  
**SUBJECT:** Street Tree Removal Review Application (L 3-22)

### 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

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### Report in Brief:

This proceeding is a review by the Landscape Review Committee of an application for a street tree removal (L 3-22) for a residential property at 542 SW Honeysuckle 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.

### Discussion:

#### ***Subject Site and Tree***

Please refer to the Decision Document for vicinity maps and photographs documenting the location and condition of the tree requested for removal.

#### ***Summary of Criteria & Issues***

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

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

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#### *Attachments:*

Attachment A – Decision, Conditions, Findings of Fact and Conclusionary Findings For L3-22



- D. Verification of tree health or a tree's impacts on infrastructure shall be required, at the expense of the applicant, by a Certified Arborist acceptable to the City.

Evidence has been provided that the tree is uplifting existing sidewalk and does not meet planting standards. Therefore, since the tree conflicts with public improvements as determined by a Certified Arborist, criterion 'A' and 'D' are met, and removal of the tree is recommended.

Replacement is not advised in this situation due to existing planter area not being large enough to meet planting standards. A replacement tree would not be able to meet the two and half feet from face of curb and five feet from driveways.

### **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 3-22 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT**

**DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A STREET TREE REMOVAL AT 542 SW HONEYSUCKLE COURT.**

**DOCKET:** L 3-22 (Street Tree Removal)

**REQUEST:** Approval of a street tree removal at 542 SW Honeysuckle Court.

**LOCATION:** 542 SW Honeysuckle Court (**R4419DA11400**)

**ZONING/Overlay:** R-2 (Residential)

**APPLICANT:** Taylor Alvarez

**STAFF:** Monica Bilodeau, Senior Planner

**DATE DEEMED  
COMPLETE:** March 8, 2022

**DECISION-MAKING**

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

**MEETING DATE**

**& LOCATION:** March 16, 2022

Zoom Online Meeting:

<https://mcminnvilleoregon.zoom.us/j/82691273624?pwd=bW14THRCT3hlclFKcUMxUE5uYINSdz09>

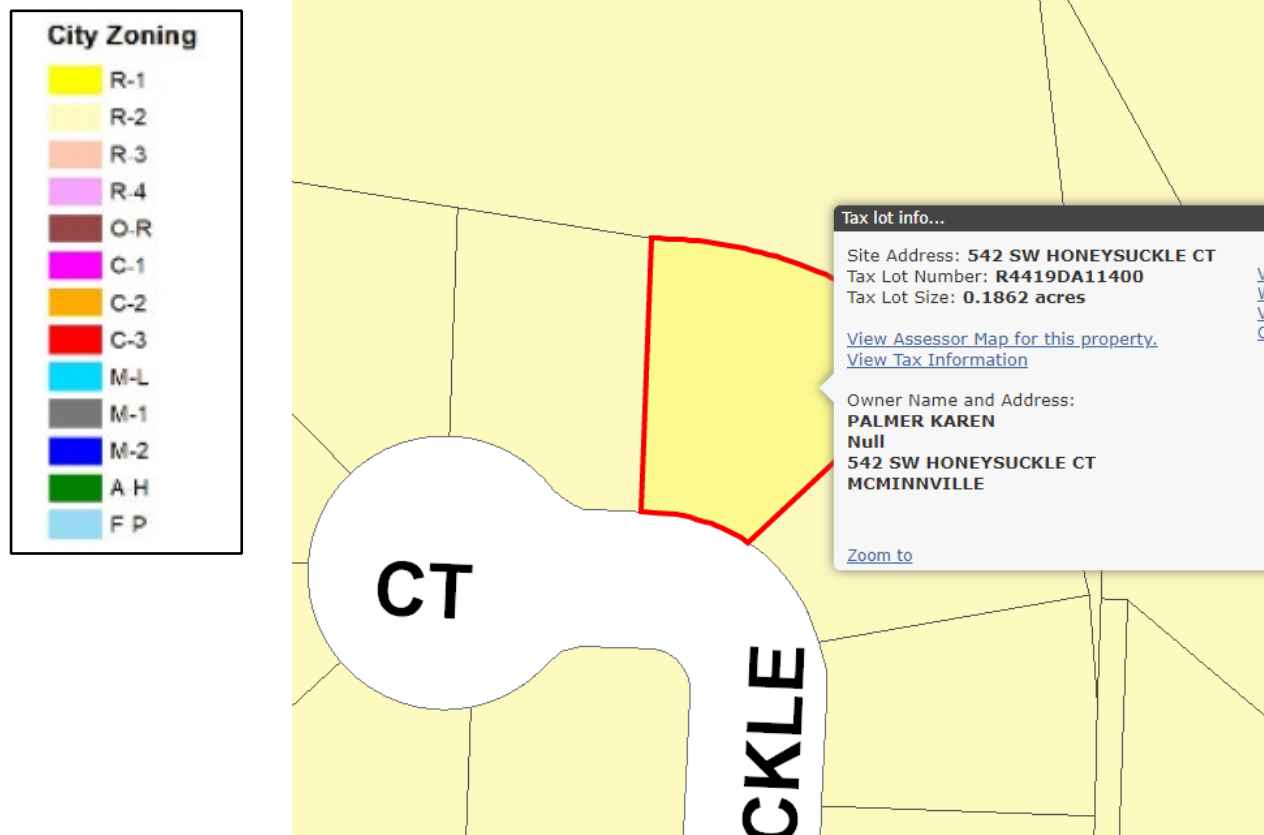
Meeting ID: 826 9127 3624

Passcode: 486826

**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.

**Figure 2: Zoning Map**



### **Summary of Criteria & Issues**

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

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

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

### **II. CONDITIONS:**

1. That all costs and liability associated with tree removal, stump grinding, and tree replacement shall be borne by the applicant.
2. That the applicant shall call for locates (dial 811) for all underground utilities prior to removing the trunk and roots. This is a free service and the law. Upon request, utility locates can be flagged without marking up hard surfaces.

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#### **Attachments:**

Attachment 1 – Application, Attachments, Supplemental Submittals

3. That the applicant shall contact the McMinnville Public Works Department at 503-434-7316 to obtain a sidewalk permit and repair sidewalk and driveway to meet current standards.
4. That the applicant shall use extreme caution when working in the area of existing water services. Non-qualified workers shall maintain a minimum distance of 10' from high voltage lines and contact McMinnville Water and Light (MW&L) immediately at 503-472-6158 if any facilities are damaged during tree removal or replacement.
5. That the tree's stump and remaining surface roots shall be removed at least six (6) inches below grade to allow for a suitable replanting site. At least a two-inch-thick layer of topsoil shall be placed over the remaining stump and surface roots. The area shall be crowned at least two inches above the surrounding grade to allow for settling and shall be raked smooth. The applicant shall restore any damaged turf areas and grades due to vehicular or mechanical operations.
6. That the applicant shall complete the tree removal within six (6) months of approval.

### **III. ATTACHMENTS:**

1. L 3-22 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. Comments received have been incorporated.

#### **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, Taylor Alvarez with Associate Arborists submitted the tree removal request on February 28, 2022.
2. The application was deemed complete on March 8, 2022. Based on that date, the application is subject to a 30-day review timeframe.
3. Notice of the application was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light.
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.

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#### **Attachments:**

Attachment 1 – Application, Attachments, Supplemental Submittals

5. A public meeting was held by the Landscape Review Committee on March 16, 2022, to review the application and proposed landscape plan.

## **VI. FINDINGS OF FACT - GENERAL FINDINGS**

1. **Location:** 542 SW Honeysuckle Court (**R4419DA11400**)
2. **Size:** Approximately 0.18 acres
3. **Comprehensive Plan Map Designation:** Residential
4. **Zoning:** R-2 (Residential)
5. **Overlay Zones/Special Districts:** N/A
6. **Current Use:** Single Dwelling Residential
7. **Other Features:** There are no significant or distinguishing nature features associated with this property.

## **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.

### **McMinnville Zoning Ordinance**

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

#### **Chapter 17.58. Trees**

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

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

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#### **Attachments:**

Attachment 1 – Application, Attachments, Supplemental Submittals

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

**17.58.040 Tree Removal/Replacement.**

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

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

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

**FINDING: SATISFIED WITH CONDITION #1.** A condition of approval has been included to assure that the tree removal will be performed to accepted City standards.

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

**FINDING: SATISFIED WITH CONDITIONS #1-5.** Conditions of approval have been included to assure that the applicant shall be responsible for all costs associated with the tree removal, and that steps are taken to ensure safety to individuals and public and private property.

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

**FINDING: SATISFIED.** Replacement is not advised in this situation due to existing planter area is not large enough to meet planting standards. A replacement tree would not be able to meet the two and half feet from face of curb and five feet from driveways.

**17.58.040(E).** The applicant is responsible for grinding stumps and surface roots at least six inches below grade. At least a two-inch thick layer of topsoil shall be placed over the remaining stump and surface roots. The area shall be crowned at least two inches above the surrounding grade to allow for settling and shall be raked smooth.

**FINDING: SATISFIED WITH CONDITION OF APPROVAL #5** A condition of approval has been included to ensure that the applicant shall remove the tree stump and surface roots, and restore any damaged turf areas in the public right-of way.

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

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

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*Attachments:*

Attachment 1 – Application, Attachments, Supplemental Submittals

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

**FINDING:** To be determined at the meeting if any additional conditions are warranted.

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

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

**FINDING: SATISFIED.** Staff concurs with the applicant's finding. Evidence has been provided that the tree is uplifting existing sidewalk and does not meet planting standards. Therefore, since the tree conflicts with public improvements as determined by a Certified Arborist, criterion 'A' and 'D' are met, and removal of the tree is recommended.

**17.58.090 Street Tree Standards.**

- A. The species of the street trees to be planted shall be chosen from the McMinnville Street Tree List, as approved by Resolution 2016-22, unless approval of another species is given by the McMinnville Landscape Review Committee. The Landscape Review Committee may periodically update the McMinnville Street Tree List as necessary to reflect current arborist practices and industry standards.
- B. Street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well-developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.
- C. Small or narrow stature trees (under 25 feet tall and less than 16 feet wide branching) should be spaced no greater than 20 feet apart; medium sized trees (25 feet to 40 feet tall, 16 feet to 35 feet wide branching) should be spaced no greater than 30 feet apart; and large trees (over 40 feet tall and more than 35 feet wide branching) should be spaced no greater than 40 feet apart. Within residential developments, street trees should be evenly spaced, with variations to the spacing permitted as approved by the City for specific site limitations and safety purposes. Within commercial and industrial development staggered, or irregular spacing is permitted, as may be approved by the McMinnville Landscape Review Committee. When planting replacement trees within the Downtown Tree Zone, consideration shall be given to the height of adjacent buildings.
- D. When located adjacent to a local residential street or minor collector street, street trees shall be planted within a curbside landscape strip measuring a minimum of three (3) feet in width. Street trees adjacent to major collector streets or arterial streets shall be placed a minimum of four (4) feet from the back edge of the sidewalk. In no case shall a tree be planted closer than two and one-half (2 1/2) feet from the face of a curb. These standards may be superseded by design drawings and specifications as periodically developed and adopted by the City.
- E. Street trees shall not be planted within ten (10) feet of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines, or within twenty (20) feet of street light standards or street

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*Attachments:*

Attachment 1 – Application, Attachments, Supplemental Submittals



intersections, or within five (5) feet of a private driveway or alley. New utility poles shall not be located within five (5) feet of an existing street tree. Variations to these distances may be granted by the Public Works Director and as may be required to ensure adequate clear vision.

- F. Existing street trees shall be retained unless approved by the Planning Director for removal during site development or in conjunction with a street construction project. Sidewalks of variable width and elevation may be utilized as approved by the Planning Director to save existing street trees. Any street tree removed through demolition or construction within the street right-of-way, or as approved by the City, shall be replaced within the street right-of-way at a location approved by the city with a tree, or trees, of similar value. As an alternative the property owner may be required to pay to the City an amount sufficient to fund the planting and establishment by the city of a tree of similar value. The value of the existing street tree to be removed shall be calculated using the methods set forth in the edition then in effect of the "Guide for Plant Appraisal" published by the International Society of Arboriculture Council of Tree Landscape Appraisers. The developer or applicant shall be responsible for the cost of the planting, maintenance and establishment of the replacement tree.
- G. Sidewalk cuts in concrete for tree planting shall be a minimum of four feet by six feet, with the long dimension parallel to the curb, and if located within the Downtown Tree Zone shall follow the design drawing or updated design drawings and specifications as periodically developed and adopted by the City.

**FINDING: NOT APPLICABLE.** The replacement tree would not be able to meet D. and E. standards above. Two and one-half (2 1/2) feet cannot be maintained from the face of the curb and existing planter strip area does not provide the ability to maintain five (5) feet of a private driveway. Therefore, replacement is not required in this situation.



**Planning Department**

231 NE Fifth Street • McMinnville, OR 97128

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

[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

**Office Use Only:**

File No. L 3-22

Date Received 2/28/22

Fee \$150.00

Receipt No. \_\_\_\_\_

Received by AW

## Street Tree Removal

### Applicant Information

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

Applicant Name Associated Arborists Phone 503.883.3895

Contact Name Taylor Alvarez Phone 503.883.3895  
(If different than above)

Address 1760 nw emerson way

City, State, Zip 97128 McMinnville Or

Contact Email ttalvarez@gmail.com

### Property Owner Information

Property Owner Name Karen Palmer Phone 503.550.7626  
(If different than above)

Contact Name Karen Palmer Phone 503.550.7626

Address 542 Southwest Honeysuckle Court

City, State, Zip McMinnville Or 97128

Contact Email kpdahl@yahoo.com

### Site Location and Description

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

Property Address 542 Southwest Honeysuckle court McMinnville Or 97128

(Property nearest to tree(s) for removal)

Assessor Map No. R4419DA11400 Total Site Area \_\_\_\_\_

Subdivision \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Comprehensive Plan Designation Residential Zoning Designation R-2

### **Additional Information**

1. How many trees are requested for removal? 1
2. What type (species) of tree(s) are they? Maple
3. What is the diameter of the tree(s), measured four feet above ground level? 18" average
4. Why are you requesting the removal of the noted tree(s)? (See "Removal Criteria" on attached Information Sheet.) Explain which of the criteria is addressed through this application. \_\_\_\_\_

\_\_\_\_\_  
This maple tree has outgrown its site and has caused significant damage to the sidewalk and surrounding concrete. This planter location is too small to support a tree planting. It is the arborists recommendation to not require a replacement tree in this location.  
\_\_\_\_\_  
supplemental arborist report attached.  
\_\_\_\_\_  
\_\_\_\_\_

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

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

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

Richard Alvarez  
Applicant's Signature

2/17/22  
Date

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date

### Additional Information

1. How many trees are requested for removal? 1
2. What type (species) of tree(s) are they? Maple
3. What is the diameter of the tree(s), measured four feet above ground level? 18" average
4. Why are you requesting the removal of the noted tree(s)? (See "Removal Criteria" on attached Information Sheet.) Explain which of the criteria is addressed through this application. \_\_\_\_\_

This maple tree has outgrown its site and has caused significant damage to the sidewalk and surrounding concrete. This planter location is too small to support a tree planting. It is the arborists recommendation to not require a replacement tree in this location.  
supplemental arborist report attached.

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

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

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

Richard Alvarez  
Applicant's Signature

2/17/22  
Date

Karen Palmer  
Property Owner's Signature

03-03-22  
Date

DATE:	2/17/22
TO:	City of McMinnville
FROM:	Taylor Alvarez, Associated Arborists, ISA#PN 8332AU
SUBJECT:	Tree Removal Request
PURPOSE:	Produce Report

## ARBORIST REPORT

Tree information: species, diameter at breast height, condition, and location:

1: Quantity: 1 / Species: Maple / DBH: 20" estimated average / Condition: Healthy / Address: 542 Southwest Honeysuckle Court McMinnville OR 97128

Arborist's recommendation for maintenance or removal:

Removal is recommended for this tree. The planting site for this tree is extremely limited and the roots have caused significant damage which is currently creating a safety hazard in the neighborhood. Replacement of a tree in this location is not recommended given the limited space between driveways.





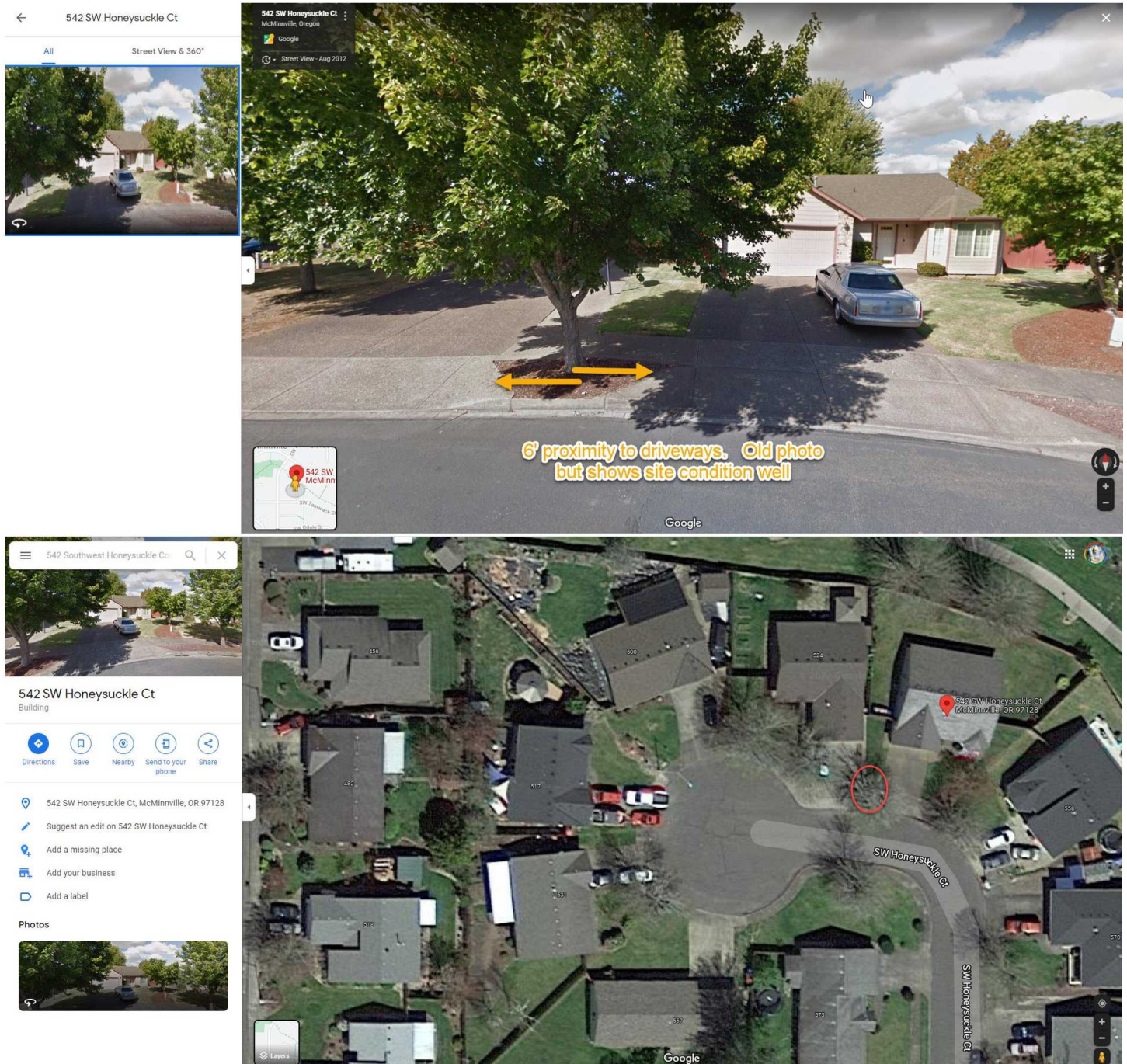












**COMMENTS:** This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

Based on the findings and conclusionary findings, the Landscape Review Committee finds the applicable criteria are satisfied with conditions and recommends **APPROVAL** of the tree removal (L 3-22) **subject to the conditions of approval provided in this document.**

Planning Department: \_\_\_\_\_ Date: \_\_\_\_\_  
Heather Richards, Planning Director



## **I. APPLICATION SUMMARY:**

### ***Subject Property & Request***

The owners Karen Palmer submitted a request for street tree removal at their property located at 542 SW Honeysuckle Court. **See Figure 1 (Vicinity Map and Street View).** The property is zoned R-2 (Residential) **See Figure 2 (Zoning Map).**

**Figure 1: Street view and Vicinity Map**



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### ***Attachments:***

Attachment 1 – Application, Attachments, Supplemental Submittals