

**Landscape Review Committee
ZOOM Online Meeting
Wednesday, June 15, 2022 - 12:00 PM**

*Please note that this meeting will be conducted in-person and via
ZOOM.*

Join ZOOM Meeting online via the following link:

[https://mcminnvilleoregon.zoom.us/j/83002047920?pwd=eGxNV1hUNVZ0SIIMV29xeE55WkI0
UT09](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. Call to Order
Rob Stephenson, Vice Chair	2. Citizen Comments
Patty Sorensen	3. Approval of Minutes A. October 20, 2021 (Exhibit 1) B. November 4, 2021 (Exhibit 2) C. November 17, 2021 (Exhibit 3)
Carlton Davidson	4. Discussion Items
Brian Wicks	5. Action Items A. L 7-22 – Bog Box Returns Landscape Review (Exhibit 4) 2147 NE Lafayette Avenue (R4415 01300)
	6. Committee Member Comments
	7. Staff Comments
	8. 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.



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

www.mcminnvilleoregon.gov

MINUTES

October 20, 2021
Landscape Review Committee
Regular Meeting

12:00 pm
ZOOM Meeting
McMinnville, Oregon

Members Present: Carlton Davidson, John Hall, Patty Sorensen, and Rob Stephenson
Members Absent: Josh Kearns
Staff Present: Heather Richards – Planning Director and Amy Dixon – Contract Planner
Guests Present: Zack Geary – City Councilor

1. Call to Order

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

2. Citizen Comments

None

3. Action Item

- L 18-21 – Landscape Plan Review – 915 NE Lafayette Avenue

Contract Planner Dixon reviewed the landscape plan for a proposed pediatric dentist office at 915 NE Lafayette Avenue. She described the subject site, which was in the NE Gateway District. Public Works had sent in comments about the location of the trees in the right-of-way. McMinnville Water & Light had also commented about protecting the clearance from the utilities. She then discussed the site plan. The applicant proposed 8.1% of the property to be landscaped. There was landscaping around the trash enclosure and screening of the parking lot. Street trees were proposed along 9th and Lafayette. There was no buffer from the adjacent residential dwelling and staff recommended a site obscuring fence there. Staff was concerned about the spacing and vision clearance of the street trees along Lafayette. The height of those trees would be limited due to the power lines. Staff was recommending a spacing of 20 feet separation and one less tree for the vision clearance.

Committee Member Davidson suggested not putting in any street trees. The trees proposed were not appropriate for Lafayette. Planning Director Richards said there was an adopted plan for Lafayette to include street trees, however that was in conflict with the City's standards for these types of streets.

Committee Member Stephenson said the plan submitted did not include a scale and the plants were not drawn to scale on the plan. He did not think the Vinca major should be used to screen the trash enclosure because it did not get very tall. He also questioned the size of the boulders proposed.

Committee Member Sorensen agreed the plants around the trash enclosure were a ground cover and would not screen it. A lot of grass was proposed, which did not provide seasonal color.

Committee Member Davidson said what was proposed did not fit with landscaping in the rest of the area and there should be uniformity.

Sarah Post, applicant, said the trees matched the business on 9th Street next door. If they wanted a different tree along Lafayette, she was happy to change it. She was also open to suggestions for the trash enclosure. They needed this to be approved to move forward with the building permit.

Planning Director Richards said the Committee did not design projects, only reviewed what was submitted. What was submitted did not meet the code criteria. They could move forward with the building permit without the landscaping plan being approved, understanding there was some risk of it affecting the property buildout.

Committee Member Stephenson moved to continue L 18-21 for the applicant to make revisions. The motion was seconded by Committee Member Sorensen and passed 4-0.

- L 22-21 – Landscape Plan Review - 855 NE Marsh Lane

Contract Planner Dixon reviewed the landscape plan for the McMinnville Water & Light facility on 855 NE Marsh Lane. They were adding a fueling station to the property. She described the subject site. The proposed landscaping was focused on the new driveway and additional plantings within the right-of-way. Public Works indicated most of the trees along the right-of-way were existing and well established. The applicant had proposed arborvitae in the planter strip, however they were not an approved street tree and staff recommended not allowing them. The landscaping was 7.9% of the site. The applicant needed to add buffering along the right-of-way with site obscuring landscaping along with the proposed fencing.

Committee Member Davidson agreed about the arborvitae due to the Maple trees shading them out.

Committee Member Sorensen said they were also proposing English laurel and should not dig around well-established tree roots and add material. She suggested removing that as well. She also questioned rhododendron and laurel being planted together because they required different soils.

Committee Member Stephenson thought there needed to be more shade for the rhododendrons.

Sam Justice, applicant, and Mike Williams, landscape architect, said the rhododendrons were an option. The mature Maple trees would shade the rhododendrons. The intent was to provide additional screening between the existing trees. He agreed the arborvitae should not be in the planter strip, but it could be used to for screening along the chain link fence on the property line.

Committee Member Davidson did not think the rhododendrons were necessary. There would be enough screening from the arborvitae against the chain link fence.

Mr. Williams asked if there should be additional screening at the entrance. He could continue the arborvitae along that fence as well. Planning Director Richards thought additional screening was required.

There was discussion regarding the plantings at the entrance and the mature height of the plants.

There was consensus to continue the application for the applicant to make revisions.

- **L 23-21 – Street Tree Removal Request - 369 SE College Avenue**

Contract Planner Dixon discussed the request to remove one Cherry tree from the property at 369 SE College Avenue. Staff recommended removal and replacement of the tree.

Committee Member Sorensen noted other nearby trees looked like they should be removed. She thought the replacement trees should be uniform in this area when those applications came in. She did not recommend replacing them with more Cherry trees.

Committee Member Sorensen moved to approve L 23-21 and that the replacement tree be from the approved street tree list. The motion was seconded by Committee Member Stephenson and passed 4-0.

4. Discussion Items

- **Development Code Revisions**

Contract Planner Dixon suggested holding special meetings to work on the code amendments. There was consensus to hold extra meetings.

There was discussion regarding other cities that had good landscaping codes.

5. Committee Comments

None

6. Staff Comments

Planning Director Richards introduced new Associate Planner Adam Tate.

7. Adjournment

Chair Hall adjourned the meeting at 1:02 p.m.



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MINUTES

**November 4, 2021
Landscape Review Committee
Regular Meeting**

**12:00 pm
ZOOM Meeting
McMinnville, Oregon**

Members Present: John Hall, Patty Sorensen, Carlton Davidson, and Rob Stephenson
Members Absent: Josh Kearns
Staff Present: Heather Richards – Planning Director and Amy Dixon – Contract Planner
Guests Present: Zack Geary – City Councilor

1. Call to Order

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

2. Citizen Comments

None

3. Approval of Minutes

Committee Member Sorensen noted her name had been misspelled in the minutes.

- February 17, 2021

Chair Hall moved to approve the minutes of February 17, 2021 as amended. The motion was seconded by Committee Member Sorensen and passed 4-0.

4. Action Item

- L 22-21 – Landscape Plan Review - 855 NE Marsh Lane

Contract Planner Dixon said this item had been continued from the last meeting. She reviewed the updated landscape plan. The applicant had added arborvitae against the fence line and made changes to the entry. They proposed using Oregon Grape, Red Robin Photinia, and Chestnut Hill English Laurel.

Committee Member Stephenson thought the plan was much improved.

Committee Member Sorensen agreed it was appropriate for the site.

Chair Hall moved to approve L 22-21 with conditions. The motion was seconded by Committee Member Stephenson and passed 4-0.

5. Discussion Items

- Development Code Revisions

Contract Planner Dixon asked if there were questions about Attachment A.

Committee Member Stephenson thought “The City recognized the value of landscaping” should be changed to “importance of landscaping.” He also suggested in Subsection A, that “provide guidelines and standards that would reduce soil erosion, volume and rate of discharge, and storm runoff” should not be Number 1.

Committee Member Davidson thought they should use an alternative to the words “climate change.” They should look at it from a sustainability standpoint.

Committee Member Sorensen thought they should use another word instead of “mitigate” for “mitigate the loss of natural resources.”

Contract Planner Dixon reviewed Attachment B. The objectives were not clear and she gave suggestions for changes.

There was discussion about adding code language regarding tree conservation on properties that were being developed, heritage trees, excluding non-native trees, and replacing mature trees with two trees.

Contract Planner Dixon explained what other cities did for tree preservation. She then discussed code language for breaking up parking lots with planter islands.

There was discussion regarding having a minimum width for the islands and looking at what other cities required.

Contract Planner Dixon discussed the use of suitable street trees in developments and suitable watering facilities as well as use of rain sensors and drought resistant plants.

Chair Hall thought they should look at best management practices for irrigation. He also suggested working with McMinnville Water & Light on this topic.

Committee Member Davidson was in favor of water conservation measures and reducing environmental impacts.

There was discussion regarding drip irrigation vs. sprinkler heads.

Contract Planner Dixon moved on to review the street tree chapter. She explained the need to add a definition for historic and significant trees and clarified trees on private property should not be included.

Committee Member Stephenson thought they should add language that any property that planned to develop had to apply to cut trees down. He thought developers should design around trees to protect them.

Contract Planner Dixon discussed the next section, review criteria for street tree removal. She thought they could add an administrative review for dead trees so they did not have to get an arborist report and go through the approval process.

There was discussion regarding the time and cost to the home owner, how downtown did not have to go through the process when subdivisions did, emergency removal process, period of time to remove and replace trees, and how to address subdivisions where most of the trees had been removed and not replaced.

Contract Planner Dixon thought they could also add an administrative review for replacing trees that were on the prohibited list and for situations where Public Works approved the driveway and a tree removal was necessary.

Planning Director Richards thought the City should put together a funding program to help home owners with street tree removal and sidewalk repair. Committee Member Stephenson suggested she look into the McMinnville Community Fund for funding.

Contract Planner Dixon thought fines for removing a tree without going through the proper process could be used to help homeowners buy replacement trees or fix sidewalks.

The Committee would continue to work on the code amendments at the next meeting.

6. Committee Comments

None

7. Staff Comments

None

8. Adjournment

Chair Hall adjourned the meeting at 1:32 p.m.



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MINUTES

**November 17, 2021
Landscape Review Committee
Regular Meeting**

**12:00 pm
ZOOM Meeting
McMinnville, Oregon**

Members Present: Carlton Davidson, John Hall, and Patty Sorensen
Members Absent: Josh Kearns and Rob Stephenson
Staff Present: Heather Richards – Planning Director and Amy Dixon – Contract Planner
Guests Present: Zack Geary – City Councilor

1. Call to Order

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

2. Citizen Comments

None

3. Approval of Minutes

- May 19, 2021

Chair Hall moved to approve the May 19, 2021 minutes. The motion was seconded by Committee Member Sorensen and passed 2-0.

4. Action Item

- L 26-21 – Street Tree Removal Request - 2379 SW Leo Street

Contract Planner Dixon said this was a request to remove a dead tree at 2379 SW Leo Street. There was no approved tree plan for this subdivision and staff recommended replanting a tree from the approved street tree list with a minimum caliper of 2 inches.

Committee Member Sorensen had visited the site and agreed that it was a dead tree. She did not see any sidewalk damage from the tree.

Committee Member Davidson joined the meeting at 12:05 p.m.

Committee Member Sorensen moved to approve L 26-21 with conditions. The motion was seconded by Chair Hall and passed 3-0.

- L 27-21 – Street Tree Removal Request - 2341 NW Shadden Drive

Contract Planner Dixon reviewed the request to remove two Maple trees at 2341 NW Shadden Drive. There was a tree plan for this subdivision. The arborist recommended replacing only one tree based on the setback requirements from the water line and driveway. The replacement tree would be a Red Maple with a minimum 2 inch caliper.

Committee Member Sorensen clarified the sidewalk damage would also need to be repaired. Contract Planner Dixon said yes, that was required.

Committee Member Davidson wanted to make sure the replacement tree was the right variety of Maple to match the neighborhood. Contract Planner Dixon said it was not clear what type of tree it was on the tree plan.

Committee Member Davidson thought Red Maple would be acceptable.

Chair Hall moved to approve L 27-21 with conditions. The motion was seconded by Committee Member Davidson and passed 3-0.

5. Discussion Items

- Development Code Revisions

There was consensus to wait to discuss the code revisions until more Committee members were present.

6. Committee Comments

There was discussion regarding Committee Member Kearns' absence due to work and the need to advertise for the position.

7. Staff Comments

Contract Planner Dixon discussed creating a special district for a subdivision that had potential tree issues, such as the Chegwyn Farms neighborhood.

Planning Director Richards said there was a street tree improvement district that could be created where people could remove and replace trees with a certain species recognizing the trees that had been planted were problematic and they did not have to go through a review process. She recommended creating a district for that area, but the code was not clear on how they were formed.

Committee Member Sorensen said in the new Lennar subdivision, people were knocking off tree bark on the newly planted trees. Planning Director Richards would have staff look at it.

8. Adjournment

Chair Hall adjourned the meeting at 12:28 p.m.



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STAFF REPORT

DATE: June 15, 2022
TO: Landscape Review Committee Members
FROM: Monica Bilodeau, Senior Planner
SUBJECT: Landscape Plan Review Application (L 7-22)

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

Report in Brief:

This proceeding is a review by the Landscape Review Committee for a landscape plan (L 7-22) for the Big Box Returns Parking lot paving at 2147 NE Lafayette Avenue (R4415 01300).

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, Scott Thorkildson prepared and submitted a landscape plan review for the Big Box Returns. The landscape review was triggered by the proposed paving of the parking lot and stormwater upgrades, which required a building and plumbing permit. The previous use was the Great Oregon Wine Company, which appeared to be an industrial use in the C3, general commercial zone.

Discussion:

The applicant is proposing only the use of existing vegetation to meet the landscape requirements. The existing vegetation exceeds the minimum seven percent requirement in commercial zones.

The following code sections are not met, and the applicant is asking that they be waived due to specific circumstances of this site and the use proposed.

Attachments:

Attachment A – Decision Document L7-22

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

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

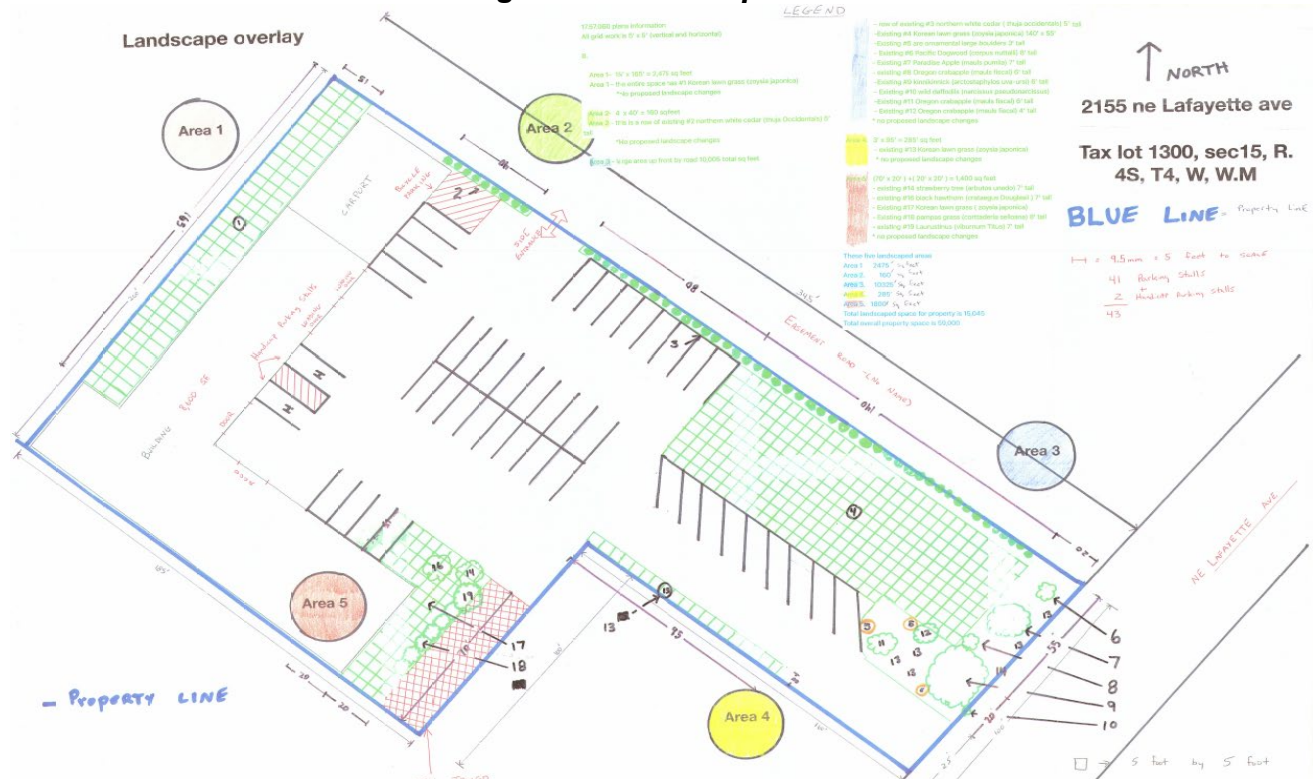
Figure 1: Vicinity Map



Figure 2: Zoning Map



Figure 3: Landscape 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.

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 7-22 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT.



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DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN REVIEW FOR BIG BOX RETURNS.

DOCKET: L 7-22 (Landscape Plan Review)

REQUEST: Approval of a Landscape Plan for Big Box Returns.

LOCATION: 2147 NE Lafayette Avenue (R4415 01300)

ZONING: C-3

APPLICANT: Scott Thorkildson

STAFF: Monica Bilodeau, Senior Planner

**DATE DEEMED
COMPLETE:** June 3, 2022

DECISION-MAKING

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

MEETING DATE

& LOCATION: June 15, 2022

Zoom Online Meeting:

<https://mcminnvilleoregon.zoom.us/j/83002047920?pwd=eGxNV1hUNVZ0SlIMV29xeE55WkiOUT09>

Meeting ID: 830 0204 7920

Passcode: 340715

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.

Attachment 1 – Application, Attachments, Supplemental Submittals
Attachment 2 – Mac Water and Light examples

I. APPLICATION SUMMARY:

Subject Property & Request

The applicant, Scott Thorkildson, submitted a landscape plan review on behalf of the Big Box Returns, seeking approval of a landscape plan triggered by parking lot improvements.

The subject site is located at 2147 NE Lafayette Avenue. The property is identified as Tax Lot 300, Parcel number, R4415 01300 (see Figure 1: Vicinity Map). The subject property is zoned C-3 and is approximately 1.25 acres.

The parking lot was required to be paved with the new proposed commercial use. Paving the parking lot requires a building permit therefore a landscape review is required. The applicant is using existing vegetation to meet the minimum 7% landscape requirement. (see Figure 3: Landscape Plan).

Figure 1: Vicinity Map (Subject Site Approximate)



Attachments:

Attachment 1 – Application, Attachments, Supplemental Submittals

Attachment 2 – Mac Water and Light examples

City Zoning

- R-1
- R-2
- R-3
- R-4
- O-R
- C-1
- C-2
- C-3
- M-L
- M-1
- M-2
- A H
- F P

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Attachment 1 – Application, Attachments, Supplemental Submittals
Attachment 2 – Mac Water and Light examples

Summary of Criteria & Issues

The proposed development is on land zoned C-3 (General Commercial). McMinnville Municipal Code (MMC) Section 17.57.030 requires landscaping in the C-3 zone. 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 the Landscape Review Committee 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 7-22 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.

- McMinnville Water and Light

Water: Maintain clearances around public fire hydrant and water meters (near area 3 note 6 on Landscape overlay) per spec details; WMCLEAR & FH-CLR. (Attachment 2)

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, Scott Thorkildson submitted a landscape plan review application on April 18, 2022.
2. The application was deemed complete on June 3, 2022.
3. Notice of the application was referred to the public agencies for comment. No agency comments were received.

Attachments:

Attachment 1 – Application, Attachments, Supplemental Submittals
Attachment 2 – Mac Water and Light examples

4. A public meeting was held by the Landscape Review Committee on June 15, 2022, to review the application and proposed landscape plan.

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** 2147 NE Lafayette Avenue (R4415 01300)
2. **Size:** Approximately 1.25 acres
3. **Comprehensive Plan Map Designation:** Commercial
4. **Zoning:** C-3 (General Commercial)
5. **Overlay Zones/Special Districts:** N/A
6. **Current Use:** Industrial use changed to retail (Big Box returns)
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:
 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.

Attachments:

Attachment 1 – Application, Attachments, Supplemental Submittals
Attachment 2 – Mac Water and Light examples

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);
- C. C-2 (Travel Commercial zone);
- D. C-3 (General Commercial zone);

Attachments:

Attachment 1 – Application, Attachments, Supplemental Submittals
Attachment 2 – Mac Water and Light examples

- 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-3 (General 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 15,045 square feet is proposed for landscaping. The entire site is 1.25 acres, therefore 27.6 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 Big Box Returns is adjacent to residential to the north and east, and other industrial/ commercial uses to the south and west. The building or structure are not proposed to change, only the business and use inside. 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 an existing row of white cedars planted along the property boundary adjacent to the residential zoned property. 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.

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.

Attachments:

- Attachment 1 – Application, Attachments, Supplemental Submittals
- Attachment 2 – Mac Water and Light examples

FINDING: The applicant has stated that the nature of the business requires large Semi-trucks to use that parking lot for deliveries therefore island plantings are not proposed. Due to the delivery setup of the site the applicant has requested that islands not be required.

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: No irrigation is proposed, the vegetation is established, and the applicant has stated no irrigation is needed. 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. Therefore, the applicant will need to hand water as needed.

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 Lafayette Avenue, 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.

Attachments:

Attachment 1 – Application, Attachments, Supplemental Submittals
Attachment 2 – Mac Water and Light examples

FINDING: Not Applicable. The proposed development is fronting on Lafayette Avenue. The right-of-way is already developed. Therefore, this standard does not apply.

Attachments:

Attachment 1 – Application, Attachments, Supplemental Submittals
Attachment 2 – Mac Water and Light examples



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. L-7-22

Date Received 4/18/22

Fee \$905.50

Receipt No. 206006

Received by DA

509-22-000147-PLNGT

Landscape Plan Review Application

Applicant Information

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

Applicant Name Switt Thorkildson * Phone 503-550-0520

Contact Name _____ Phone _____
(If different than above)

Address 700 NW Wintergreen

City, State, Zip McMinnville, OR 97128

Contact Email info@bigboxreturn.com

Property Owner Information

Property Owner Name Switt Thorkildson Phone 503-550-0520
(If different than above)

Contact Name _____ Phone _____

Address 700 NW Wintergreen

City, State, Zip McMinnville, OR 97128

Contact Email info@bigboxreturn.com

Site Location and Description

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

Property Address 2155 NE Lathayville Ave C3

Assessor Map No. R4 S R4415 01300 W.M. Total Site Area 59,000 SF / 1.3 acres

Subdivision Section 15 R4 S T4W W.M. Block _____ Lot 1300

Comprehensive Plan Designation Landscape Plan Zoning Designation commercial

Landscaping Information

1. Total Landscaped Area: 15,045
2. Percent Landscaped: 25.5%
3. Building Floor Area:
New Structure: — Existing Structure: 9,000 Addition: —
4. Architect Name Haworth Inc Phone 503-472-2452
(Landscape Architect, Engineer, or Other Designer)
Contact Name Troy Haworth Phone —
Address 13,500 OR 99W
City, State, Zip McMinnville, OR 97128
Contact Email Larry@Haworthinc.net

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.

S.A. [Signature]
Applicant's Signature

4-18-22
Date

S.A. [Signature]
Property Owner's Signature

4-18-22
Date

From: Amy and Scott Thorkildson tnerka@yahoo.com
Subject: Tax lot 1300, sec15, R. 4S, T4, W, W.M
Date: Apr 18, 2022 at 3:05:27 PM
To: tnerka@yahoo.com

Good Morning City of McMinnville

Here is my new and improved Landscape plan with an added Asphalt /parking layout.

Mom wife and I bought this property with the intent of running our small retail business. We were told we would be allowed to operate with the contingency we paved the parking lot.

We have hired Haworth inc to set the storm drains and lay down the asphalt.

They are ready to go but need this blessing on the landscape plan to continue.

Amy and I are a true small business and don't have the resources to redo the the property landscaping. This property is extremely old and has had the same landscaping for decades. We don't plan on changing any landscape that isn't already there. We're just looking to lay the asphalt.

Change for the the sake of change is not what we're doing.

We put together a plan that has three sheets of paper.

Page 1 is a transparent overlay that has 5 landscape sections diagramed

Page 2 is a transparent overlay that has our projected asphalt layout

Page 3 is a plot map from google maps. We have then added the proposed 43 parking stalls (2 of which are handicap)

17.57.060 plans information

All grid work is 5' x 5' (vertical and horizontal)

B.

Area 1- 15' x 165' = 2,475 sq feet

Area 1 - the entire space has #1 Korean lawn grass (zoysia japonica)

*No proposed landscape changes

Area 2- $4' \times 40' = 160$ sq feet

Area 2 - this is a row of existing #2 northern white cedar (thuja occidentals) 5' tall

*No proposed landscape changes

Area 3 - large area up front by road 10,005 total sq feet

- row of existing #3 northern white cedar (thuja occidentals) 5' tall

- Existing #4 Korean lawn grass (zoysia japonica) 140' x 55'

- Existing #5 are ornamental large boulders 3' tall

- Existing #6 Pacific Dogwood (corpus nuttalli) 8' tall

- Existing #7 Paradise Apple (mauls pumila) 7' tall

- existing #8 Oregon crabapple (mauls fiscal) 6' tall

- Existing #9 kinnikinnick (arctostaphylos uva-ursi) 6' tall

- Existing #10 wild daffodils (narcissus pseudonarcissus)

- Existing #11 Oregon crabapple (mauls fiscal) 6' tall

- Existing #12 Oregon crabapple (mauls fiscal) 4' tall

* no proposed landscape changes

Area 4. $3' \times 95' = 285'$ sq feet

- existing #13 Korean lawn grass (zoysia japonica)

* no proposed landscape changes

Area 5. $(70' \times 20') + (20' \times 20') = 1,400$ sq feet

- existing #14 strawberry tree (arbutos unedo) 7' tall

- existing #16 black hawthorn (crataegus Douglasil) 7' tall

- Existing #17 Korean lawn grass (zoysia japonica)

- Existing #18 pampas grass (corttaderia selloana) 8' tall

- existing #19 Laurustinus (viburnum Titus) 7' tall

* no proposed landscape changes

These five landscaped areas

Area 1 2475

Area 2. 160

Area 3. 10325

Area 4. 285

Area 5. 1800

Total landscaped space for property is 15,045

Total overall property space is 59,000

Showing a landscape percentage of 25.5 %

F. All of the existing landscaping has been thriving for several decades without any artificial watering or irrigation. No future developments in irrigation are planned or scheduled.

G. The drawing scale for all three pages/maps is 9.5mm per 5 feet.
For reference out NE Lafayette frontage is 100 feet, so there are 20 grid lines to denote the spacing

Page 1 is an overlay for landscape

Page 2 is an overlay for asphalt

Page 3 is the plot map

There should not be any overlapping or conflicting info.

There is a small shack on the property that will be removed

17 57.07.070 (B) parking lot landscaping

Our deliveries are made by semi trucks that need to turn around in our parking lot to be positioned to be unloaded. We need all of our parking space to allow those drivers the ability to position. Any sort of internal islands would be

| mere road bumps and constantly driven over by truck drivers.

Thank you

Scott Thorkildson

Big Box Returns

2155 ne Lafayette

Mcminnville Oregon, 97128

LEGEND

B.

Area 1 - the entire space has #1 Korean lawn grass (*zoysia japonica*)

*No proposed landscape changes

tall

Area 2 - this is a row of existing #2 northern white cedar (*Thuja Occidentalis*) 5

*No proposed landscape changes

Area 3 - large area up front by road 10,005 total sq feet

* no proposed landscape change

3' x 95' = 285' sq feet

- existing #13 Korean lawn grass (*zoysia japonica*)

* no proposed landscape changes

$$(70' \times 20') + (20' \times 20') = 1,400 \text{ sq feet}$$

- existing #14 strawberry tree (arbutos unedo) 7' tall

- existing #16 black hawthorn (*crataegus Douglasil*) 7' tall

- Existing #17 Korean lawn grass (*zoysia japonica*)

- Existing #18 pampas grass (*cortaderia selloana*) 8' tall

- existing #19 Laurustinus (viburnum Titus) 7' tall

* no proposed landscape changes

* no proposed landscape changes

These five landscaped areas

Area 1 2475 sq Feet

Area 2. 160 sq feet

Area 3. 10325' S_{41} feet

Area 4.
285' Sh. Feet

Area 5 1800' \times 50 feet

Total landscaped space for

Total available property space is 50,000

Total overall property space is 39,000

North

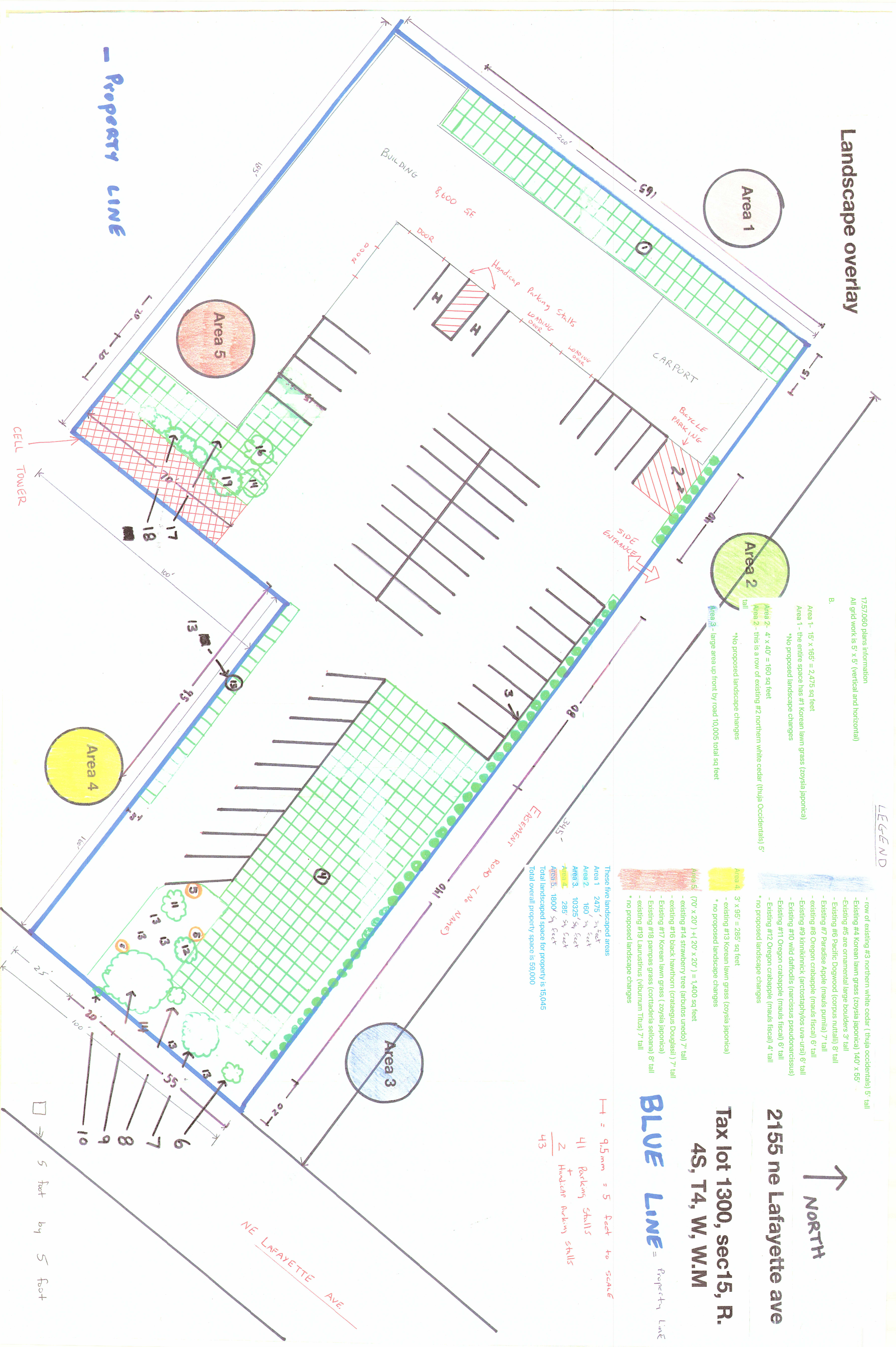
BLUE LINE = Property Line

$H = 9.5 \text{ mm} = 5 \text{ feet to scale}$

41 Parking Stalls

2 11:00 AM Parking Stalls

43



On the topic of parking islands:

We have attached a photo that was recently taken just after a rain and the parking lot gravel was soft. You can see how our 40' long delivery semi-trucks come onto our property. They drive down the entrance corridor and do a U-turn and then back up to our facility. We fear that if parking lot islands were established the semitruck drivers would simply run over them, so that they would be able to utilize our loading dock. These islands would be reduced to speed bumps in the road to the semi drivers.

In our lot the longest stretch of continuous cars is only 8 stalls. We feel we are still a very small operation relative to the large-scale retail operations in our city. We ask that because of our needs and space, no parking islands be required.



TOP VIEW

ALL OBJECTS

Including
Vegetation

ALL OBJECTS

10' Min From
Tree Trunks

4' MIN

4' MIN

4' MIN

STEAMER PORT

20' UNOBSTRUCTED NO PARK AREA

TYPICAL
CURB

SIDE VIEW

4' MIN

4' MIN

FINISH
GRADE

REQUIREMENT OF THE CITY OF
MCMINNVILLE FIRE DEPARTMENT
AS PER OREGON FIRE CODE

NOT TO SCALE



FIRE HYDRANT CLEARANCES MINIMUM FROM ALL OBJECTS

DATE

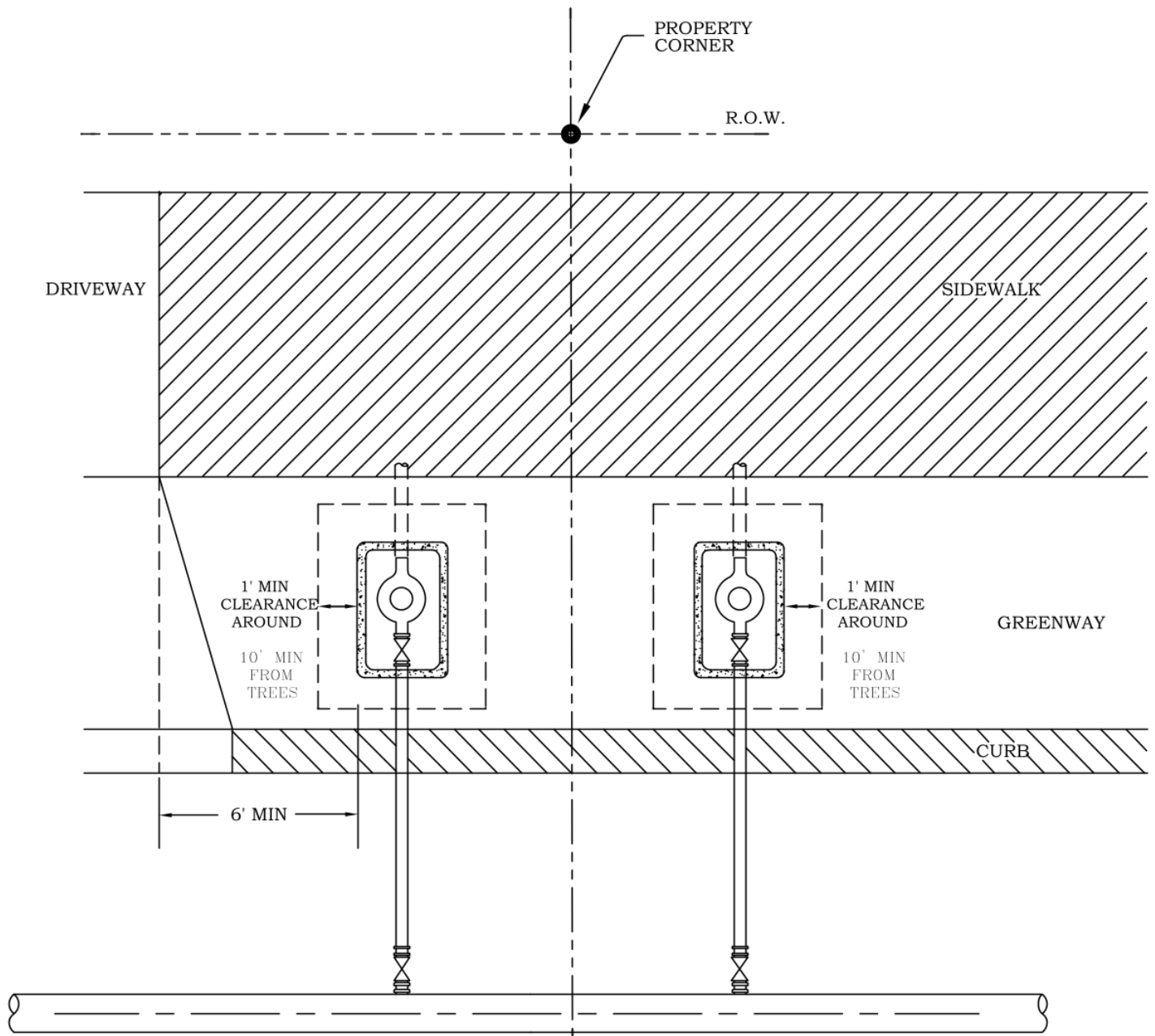
REVISION

DATE 12/8/14

DRAWN SLW

APPROVED WSC

SPEC NO. FH-CLR



NOT TO SCALE



WATER METER CLEARANCE TO ALL OTHER FACILITIES

DATE	REVISION			
		DATE	12/9/14	
		DRAWN	SLW	APPROVED WSC
				SPEC NO. WMCLEAR