

**Landscape Review Committee  
ZOOM Online Meeting  
Wednesday, July 20, 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=eGxNV1hUNVZ0SIIMV29xeE55WkIO  
UT09](https://mcminnvilleoregon.zoom.us/j/83002047920?pwd=eGxNV1hUNVZ0SIIMV29xeE55WkIO<br/>UT09)

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>Approval of Minutes</b> A. December 2, 2021 (Exhibit 1) B. December 15, 2021 (Exhibit 2)
Carlton Davidson	4. <b>Discussion Items</b>
Brian Wicks	5. <b>Action Items</b> A. L 7-22 – Big Box Returns Landscape Review (Exhibit 3) 2147 NE Lafayette Avenue (R4415 01300) B. L 8-22 – Factory Expo Homes Landscape Review (Exhibit 4) 550 SW Booth Bend Road (R4429 02603)
	6. <b>Committee Member Comments</b>
	7. <b>Staff Comments</b>
	8. <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.



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

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

# MINUTES

**December 2, 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:**

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## 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 explained this application had been continued from the October 20 meeting for the applicant to revise the plan due to the scale of the plants and screening of the trash enclosure. The applicant had added plants to the appropriate size and arborvitae had been added around the trash enclosure. The City was still working on the appropriate street trees for Lafayette.

Planning Director Richards recommended the applicant build the tree wells and put in interim landscaping. The City would plant the trees in the future.

Committee Member Davidson said further down this road there were Armstrong Red Maples and he thought they could be planted here as well to have continuous plantings.

Committee Member Sorensen suggested research on whether it was beneficial to plant the same tree for a long distance or if they should intermix to alleviate disease taking out all the trees.

Sarah Post, applicant, asked what they recommended in the planter beds other than the blue oat grass.

Committee Member Sorensen suggested in the future researching the extensive use of grasses and how they affected pollinators. She suggested for the interim landscaping to use Coreopsis, Coneflower, Yarrow, and Black-Eyed Susans.

Ms. Post said they would run conduit for drip irrigation for the future trees. She thought the street tree proposed on the corner of 9<sup>th</sup> and Lafayette would be site obscuring.

Committee Member Davidson thought a more upright Maple, such as a Bowhall or Armstrong, would be appropriate there.

Planning Director Richards said that would be an added condition of approval, that the street tree in that location would not impact the clear vision triangle. Another added condition was for the applicant not to put in street trees on Lafayette, but to put in tree wells and interim landscaping.

Committee Member Davidson moved to approve L 18-21 with conditions. The motion was seconded by Committee Member Sorensen and passed 3-0.

#### **4. Discussion Items**

- Development Code Revisions

There was consensus to discuss the revisions on December 15.

#### **5. Committee Comments**

Committee Member Davidson asked about the tree removals downtown. Chair Hall said that area had its own set of rules and removals did not have to come to the Committee.

#### **6. Staff Comments**

None

#### **7. Adjournment**

Chair Hall adjourned the meeting at 12:22 p.m.



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# MINUTES

**December 15, 2021  
Landscape Review Committee  
Regular Meeting**

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

**Members Present:** Carlton Davidson, John Hall, and Patty Sorensen  
**Members Absent:** Rob Stephenson  
**Staff Present:** Heather Richards – Planning Director and Amy Dixon – Contract Planner  
**Guests Present:**

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## 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 – Street Tree Improvement District – The Bungalows at Chegwyn Village Phase 1 & 2

Contract Planner Dixon said the applicant was requesting a street tree district for the bungalows at Chegwyn Village phase 1 and 2. For these phases, root barrier had not been required and instead of planting October Glory, they had put in Autumn Blaze which was faster growing and had a bigger root system. The property owner was having a difficult time maintaining the trees and sidewalk. For Phase 1, they had planted Ash trees which were on the prohibited list. Creating a district would allow the trees to be removed and replaced administratively.

Committee Member Sorensen pointed out that for the trees on the corners, there was not 5 feet for the plater strip. She recommended not replacing the trees in those spots.

Chair Hall asked how many trees were being proposed to be replaced. Contract Planner Dixon said the applicant would like to replace four trees, one to two per year. He planned to replace the others when they became an issue.

Chair Hall thought if the trees were taken out, they could be respaced so there would not be ones on the corners.



Committee Member Davidson said the types of Maples that were planted would grow so broad they would interfere with people's homes and no one was limbing up the trees. He thought columnar trees would be better suited for this area.

Planning Director Richards noted these were two phases of a larger subdivision where the street trees were intentional in terms of their design and impact on the streetscape. Choosing a new tree for these phases should reflect and be respective of the design.

Committee Member Davidson moved to approve L 18-21. The motion was seconded by Committee Member Sorensen and passed 3-0.

Planning Director Richards introduced Monica Bilodeau, new Senior Planner.

#### **4. Discussion Items**

- Development Code Revisions

There was consensus to schedule a separate work session in January to discuss the revisions.

- Landscape Review Committee 2022 Work Plan

Senior Planner Bilodeau said she needed to submit an application to the Tree City USA organization and included in the application would be the 2022 Work Plan.

There was discussion regarding staffing and options for how to do a tree inventory.

Committee Member Sorensen said it was not only the right tree in the right place, but also the right care and the right planting. They needed to update the brochure.

Committee Member Davidson thought City projects should also come to the Landscape Review Committee.

There was discussion regarding tree removals and replacements being done administratively instead of coming to the Committee.

There was consensus to move forward with the proposed Work Plan.

#### **5. Committee Comments**

None

#### **6. Staff Comments**

None

#### **7. Adjournment**

Chair Hall adjourned the meeting at 12:59 p.m.

## **EXHIBIT 3- STAFF REPORT**

**DATE:** July 13, 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

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### **Report in Brief:**

**This item is being brought back in from of the Landscape Review Committee with revisions from the applicant and updated landscape plans from AR Landscaping.**

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.

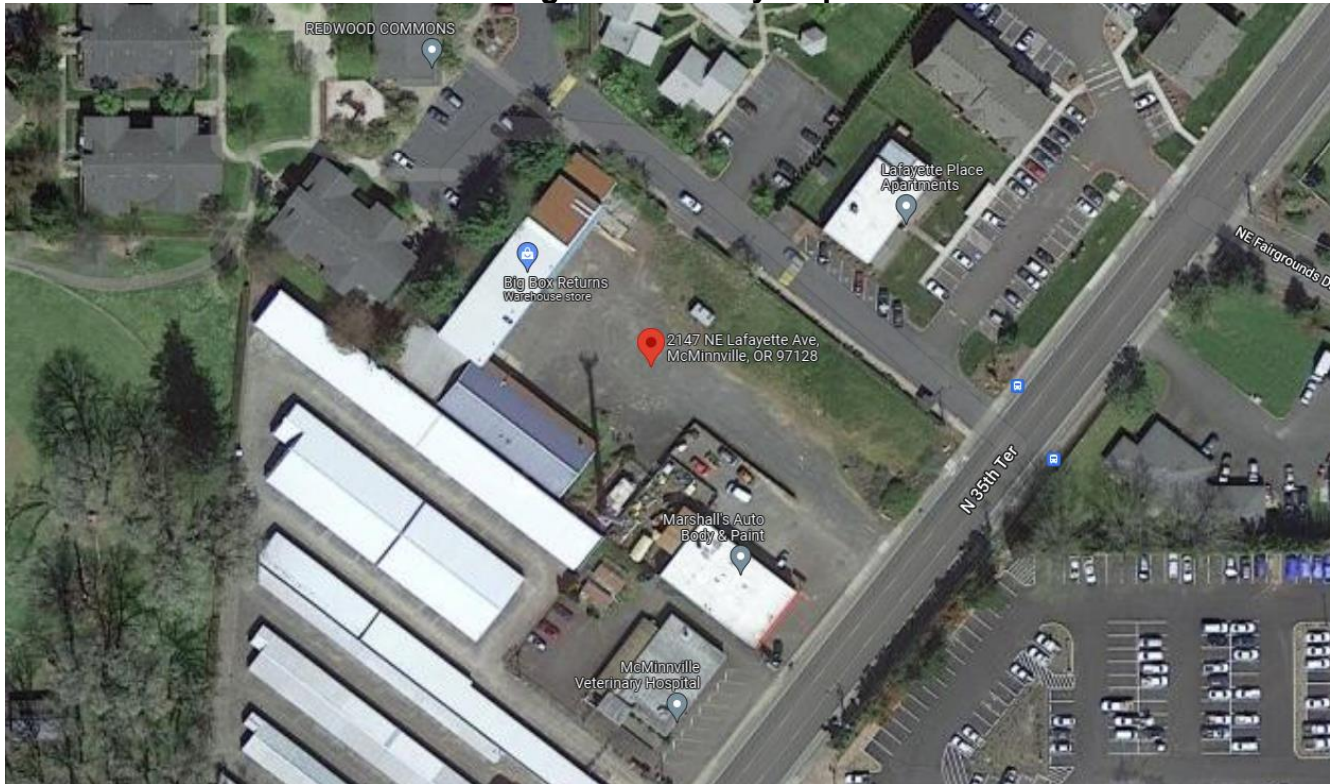
### **Background:**

The applicant, Scott Thorkildson resubmitted the landscape plans 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 landscaping along the frontage including two street trees and screening along the sides to meet the landscape requirements. Drip irrigation is proposed. The proposed vegetation meets minimum seven percent requirement in commercial zones.

**Figure 1: Vicinity Map**



**Figure 2: Zoning Map**



### **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:** July 20, 2022 continued from 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 proposing landscaping along the frontage (Lafayette) including two street trees and screening vegetation along the perimeters to meet the minimum 7% landscape requirement. (*see attached Landscape Plan*).

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

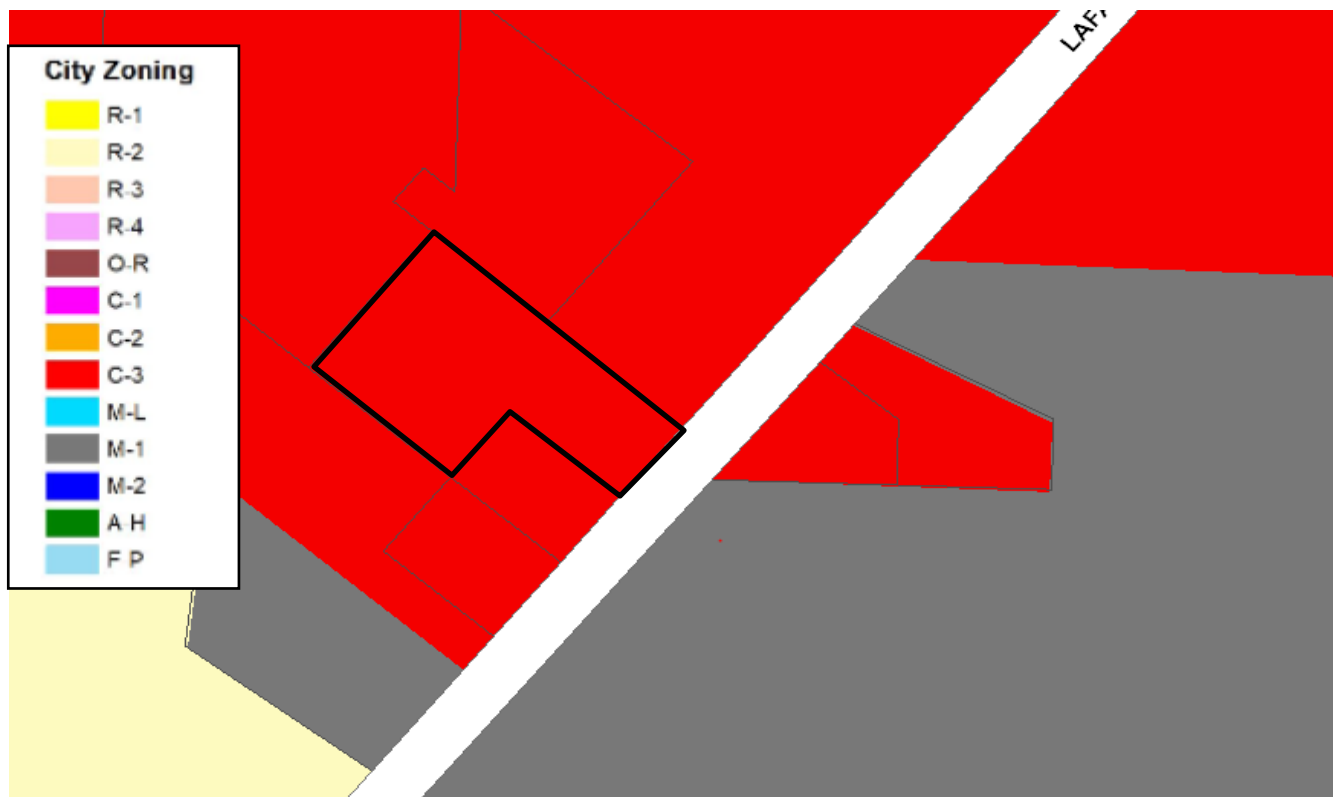


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### ***Attachments:***

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

**Figure 2: Zoning Map**



### ***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. Prior to occupancy planning staff shall conduct an inspection to ensure all landscaping has been installed per approved plans.
2. All landscaping shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.
3. All street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade. 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 shall be free of insects, diseases, mechanical injury, and other objectionable features when planted.
4. The planting of street trees shall be subject to the McMinnville design drawings and specification. The applicant shall provide root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of the tree and the curb side

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#### *Attachments:*

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of the tree. The root barrier protection shall be provided to a minimum depth of eighteen (18) inches. Two (2) deep watering tubes shall be provided to encourage deep rooting.

5. The applicant shall schedule an inspection with the McMinnville Public Works Superintendent of the installed root barrier and watering tubes prior to any street tree planting. Trees intended for planting shall be on-site and available for inspection. The applicant shall contact the McMinnville Public Works Superintendent, at (503) 434-7316 to schedule a planting inspection prior to backfilling.
6. The proposed trees are not to be planted within:
  - a. Five (5) feet of a private driveway or alley;
  - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
  - c. Twenty (20) feet of street light standards or street intersections.
7. The applicant shall maintain proper clearances around the existing and future water and electrical services that will be located on the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
8. The applicant shall contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to any planting excavation to ensure that underground utilities are not damaged.
9. All the street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner for one full growing season following planting. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.

### **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**

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#### *Attachments:*

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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.
4. A public meeting was held by the Landscape Review Committee on June 15, 2022, to review the application and proposed landscape plan.
5. The Committee voted to continue the item until the applicant could make the necessary revisions to the landscape plan.
6. The continued public meeting was held on July 20, 2022.

#### **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

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#### **Attachments:**

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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.
  - 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

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#### **Attachments:**

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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);
- 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.

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**Attachments:**

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**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.

**FINDING: Not Applicable.** No islands are proposed. The amount of parking proposed did not warrant the need to break up the parking areas. Therefore, this factor is not applicable.

**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** Drip irrigation is proposed and shown on the plans. Therefore, this factor is satisfied.

**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 #2.** 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.

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### *Attachments:*

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

**FINDING: SATISFIED.** The proposed development is fronting Lafayette Avenue, additional landscaping and two street trees are proposed. Therefore, this standard is met.

**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.

**FINDING: SATISFIED WITH CONDITION OF APPROVAL #3-9.** The proposed development is fronting on Lafayette Avenue. There are two street trees proposed and new landscaping along the Lafayette frontage. The proposed trees are located four feet back of sidewalk. As conditioned these standards are met.

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**Attachments:**

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



**Planning Department**

231 NE Fifth Street • McMinnville, OR 97128

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

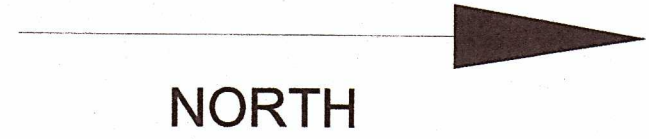
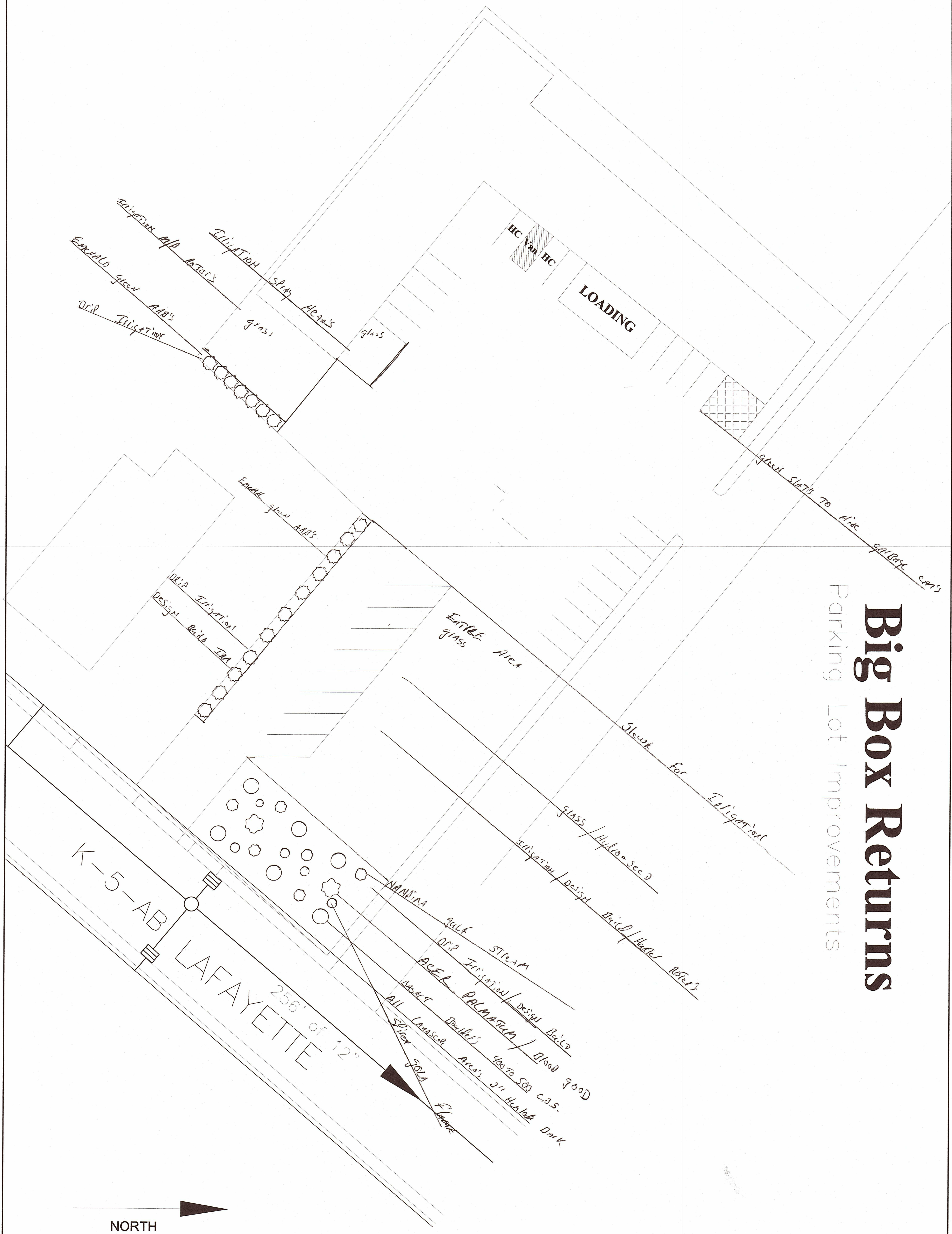
2155 ne Lafayette

Mcminnville Oregon, 97128



# Big Box Returns

## Parking Lot Improvements





# 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

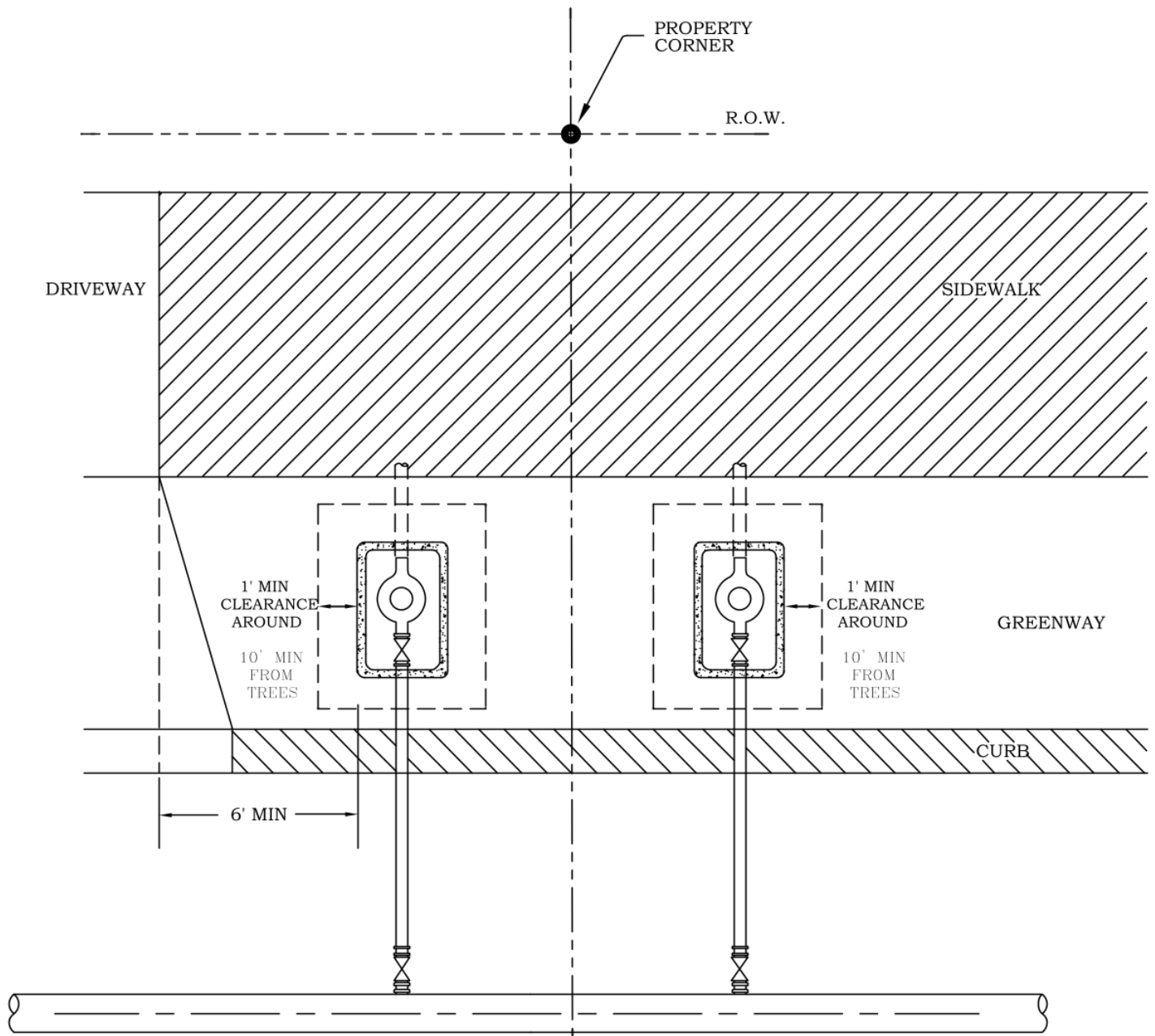
REVISION

DATE 12/8/14

DRAWN SLW

APPROVED WSC

SPEC NO. FH-CLR



## WATER METER CLEARANCE TO ALL OTHER FACILITIES

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

## **EXHIBIT 4- STAFF REPORT**

**DATE:** July 20, 2022  
**TO:** Landscape Review Committee Members  
**FROM:** Monica Bilodeau, Senior Planner  
**SUBJECT:** Landscape Plan Review Application (L 8-22)

### **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 8-22) for the Factory Expo Homes at 550 SW Booth Bend Road.

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, Shane Charity prepared and submitted a landscape plan review for the Factory Expo Homes consistent with previous submittals on this existing model village portion of the site. The landscape review was triggered by the placement of an additional model home. The model home will be used as a sales office and example model in the model village. It will not be placed on a foundation as it will be sold as a HUD home in the future.

#### **Discussion:**

The applicant is proposing the use of planters as directed by the City to meet the landscape requirements. There is also existing shrubs and three street trees along Booth Bend Road that are being counted in the landscaping area. The existing vegetation meets the seven percent requirement in Industrial zones.



### **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 8-22 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT.**



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

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

**DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN REVIEW FOR FACTORY EXPO HOMES.**

**DOCKET:** L 8-22 (Landscape Plan Review)

**REQUEST:** Approval of a Landscape Plan for Factory Expo Homes.

**LOCATION:** 550 SW Booth Bend Road (**R4429 02603**)

**ZONING:** M-2

**APPLICANT:** Shane Charity

**STAFF:** Monica Bilodeau, Senior Planner

**DATE DEEMED COMPLETE:** July 12, 2022

**DECISION-MAKING**

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

**MEETING DATE**

**& LOCATION:** July 20, 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.

## DECISION

**DECISION: APPROVAL WITH CONDITIONS**

Planning Department: \_\_\_\_\_ Date: July 20, 2022  
Heather Richards, Planning Director

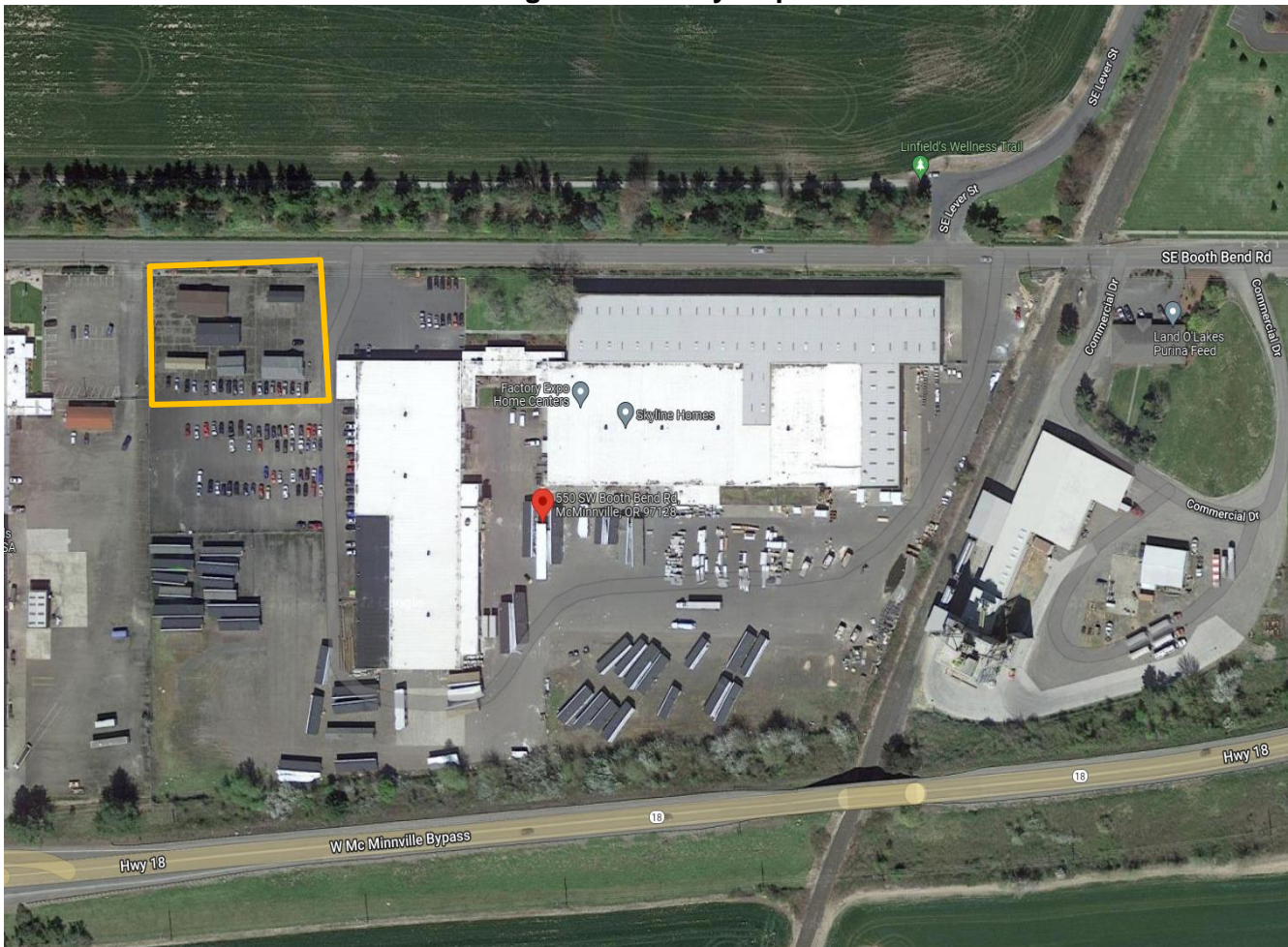
## **I. APPLICATION SUMMARY:**

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

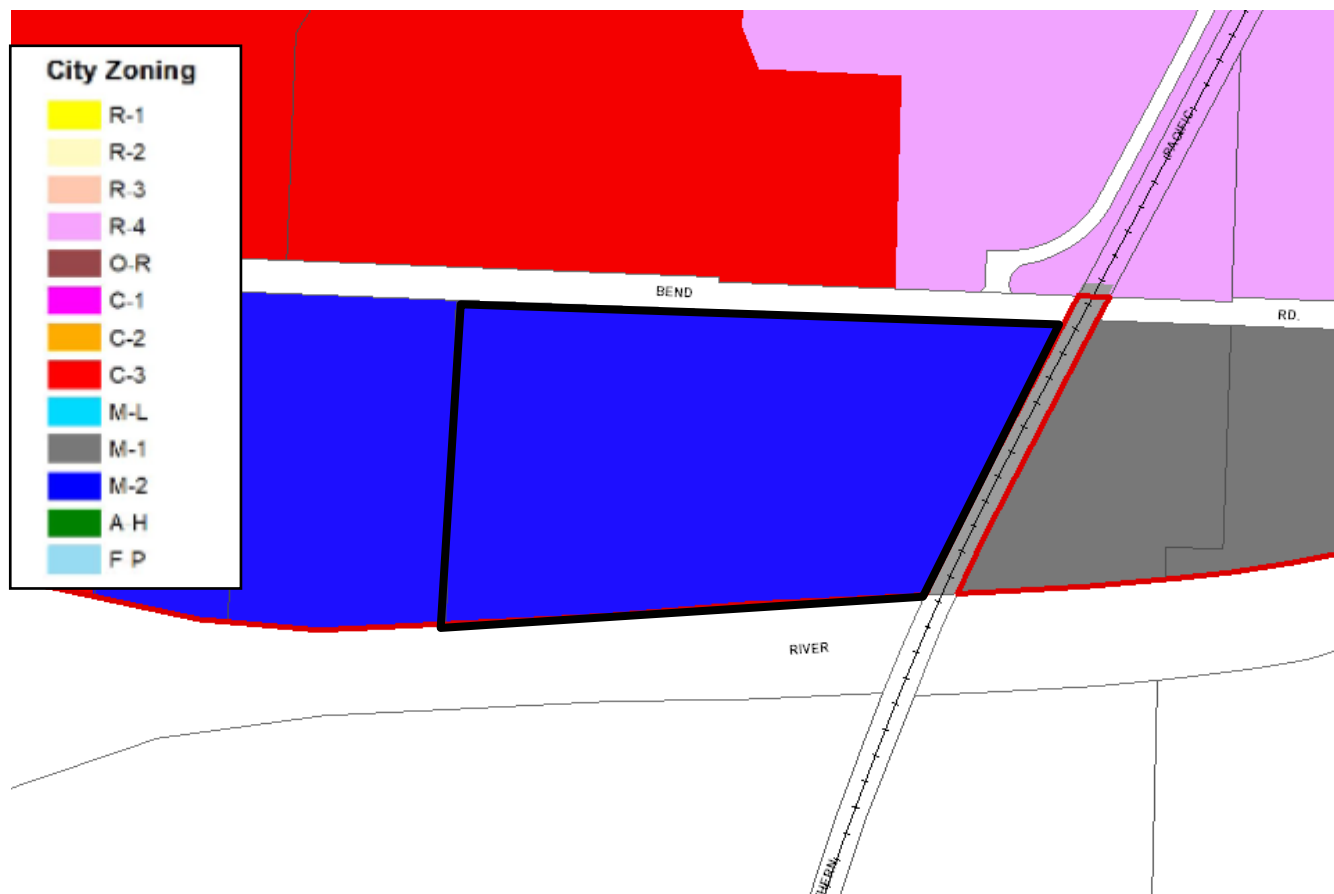
The applicant, Shane Charity, submitted a landscape plan review on behalf of the Factory Expo Homes, seeking approval of a landscape plan triggered by placing a new office/home in the model home village.

The subject site is located at 550 SW Booth Bend Road. The property is identified as Tax Lot 603, Parcel number, R4429 02603 (see Figure 1: Vicinity Map). The subject property is zoned M-2 and is approximately 26,500 Square feet for the model village.

**Figure 1: Vicinity Map**



**Figure 2: Zoning Map**



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

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

### **II. CONDITIONS:**

1. Prior to occupancy planning staff shall conduct an inspection to ensure all landscaping has been installed per approved plans.
2. All landscaping shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.

### **III. ATTACHMENTS:**

1. L 8-22 Application and Attachments (on file with the Planning Department)

### **IV. COMMENTS:**

---

*Attachments:*

Attachment 1 – Application

### **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, Shane Charity submitted a landscape plan review application on May 2, 2022.
2. The application was deemed complete on July 12, 2022.
3. A public meeting was held by the Landscape Review Committee on July 20, 2022, to review the application and proposed landscape plan.

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

1. **Location:** 550 SW Booth Bend Road (R4429 02603)
2. **Size:** Approximately 26,500 SF
3. **Comprehensive Plan Map Designation:** Industrial
4. **Zoning:** M-2 (General Industrial)
5. **Overlay Zones/Special Districts:** N/A
6. **Current Use:** Factory Expo Homes, Existing mobile home show area.
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:

---

#### *Attachments:*

Attachment 1 – Application

## **Chapter 17.57 Landscaping**

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

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

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

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

**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

---

*Attachments:*

Attachment 1 – Application

ensure that the proposed planting meets necessary City standards and criteria, which will result in a pleasant visual character and structure to the built environment that is sensitive to safety and aesthetic issues.

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

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

**FINDING: SATISFIED.** The proposed development is within the M-2 (General Industrial) 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:

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

**FINDING: SATISFIED.** The applicant has stated 1,864 square feet is proposed for landscaping. The entire site is 26,500 square feet, therefore seven percent is proposed landscaping. The proposed landscaping area meets the minimum landscaping coverage requirement for existing industrial site. 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 existing Factory Expo homes is adjacent to industrial and commercially zoned properties. The proposed addition of one model home will not impact the surrounding uses or abutting properties. 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.** This is an existing model home village on an industrial site, no additional screening is proposed or required by the zone. 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.

**FINDING: Not Applicable.** No island parking areas are proposed. Therefore, this factor is not applicable.

**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.** Irrigation at each of the model homes is proposed. 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 #2.** 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**

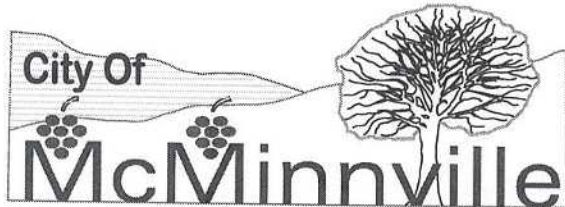
**17.58.080 Street Tree Planting—When Required.** All new multi-family development, commercial or industrial development, subdivisions, partitions, or parking lots fronting on a public roadway which has a designated curb-side planting strip or planting island shall be required to plant street trees in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

**FINDING: Not Applicable.** The proposed development is fronting Booth Bend, although this addition is not proposing any changes to the existing frontage and existing landscaping. There are three street trees and shrub landscaping existing along the frontage. No alterations to the existing plantings within the right-of-way are 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.

**FINDING: Not Applicable.** The proposed development is fronting on Booth Bend Road. 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. \_\_\_\_\_  
Date Received \_\_\_\_\_  
Fee \_\_\_\_\_  
Receipt No. \_\_\_\_\_  
Received by \_\_\_\_\_

## Landscape Plan Review Application

### Applicant Information

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

Applicant Name Factory Expo Homes Phone 971-267-5022  
Contact Name Share Charity Phone \_\_\_\_\_  
(If different than above)  
Address 550 Sw Booth Bend Road  
City, State, Zip McMinnville OR 97128  
Contact Email scharity@factoryexpohomes.com

### Property Owner Information

Property Owner Name Champion Homebuilders Inc Phone 503-472-3181  
(If different than above)  
Contact Name Todd Haddican Phone \_\_\_\_\_  
Address 755 W. Big Beaver Road  
City, State, Zip Tray MI 48084  
Contact Email thaddican@skylnehomes.com

### Site Location and Description

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

Property Address 550 Sw Booth Bend Road  
Assessor Map No. R4 429-02-603 Total Site Area 26,500 sq ft  
Subdivision P2008-34 Block \_\_\_\_\_ Lot \_\_\_\_\_  
Comprehensive Plan Designation Industrial Zoning Designation M-2

**Landscaping Information**

1. Total Landscaped Area: 26,500 square feet
2. Percent Landscaped: 7% (1864sf)
3. Building Floor Area:  
New Structure: 2060 Existing Structure: \_\_\_\_\_ Addition: \_\_\_\_\_
4. Architect Name \_\_\_\_\_ Phone \_\_\_\_\_  
(Landscape Architect, Engineer, or Other Designer)  
Contact Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Contact Email \_\_\_\_\_

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

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

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

[Signature]  
Applicant's Signature

6/30/22  
Date

[Signature] for Champion  
Property Owner's Signature HomeBunchers

6/30/22  
Date

Factory Expo Homes

550 SW Booth Bend Road

McMinnville OR 97128

Landscape Planning Department:

We are adding a 68x30 home/office to the paved lot model village at 550 SW Booth Bend Road.

This will not be placed on a permanent foundation it will be sold as a HUD home at some point.

The total square footage of the village is 26,500 square feet.

Currently we have 1264 square feet of tree's and bushes on the north side of the village facing SW Booth Bend Road.

We have 12 planters around the homes equaling 408 square feet. We will be adding 6 new 8'4 planters for a total of 192 square feet.

That brings the total to 1864 square feet of green space.

The home/office will have two working hose bibs that we will use for watering the landscaping.

Thanks,

Shane Charity

Factory Expo Homes

General Manager

NOT FOR SALE, LIME  
NOTE: THIS SET PLAYS A RECORDED MESSAGE  
ATTACHMENT DATA AND SERIAL NUMBER  
IDENTIFICATION APPROXIMATELY 10 SECONDS  
BEFORE THE MESSAGE BEGINS. THE MESSAGE  
CONTAINS A VERIFICATION CODE OF EIGHTNINE FIVEEIGHT  
FOUR AND A FOUR DIGIT PIN.

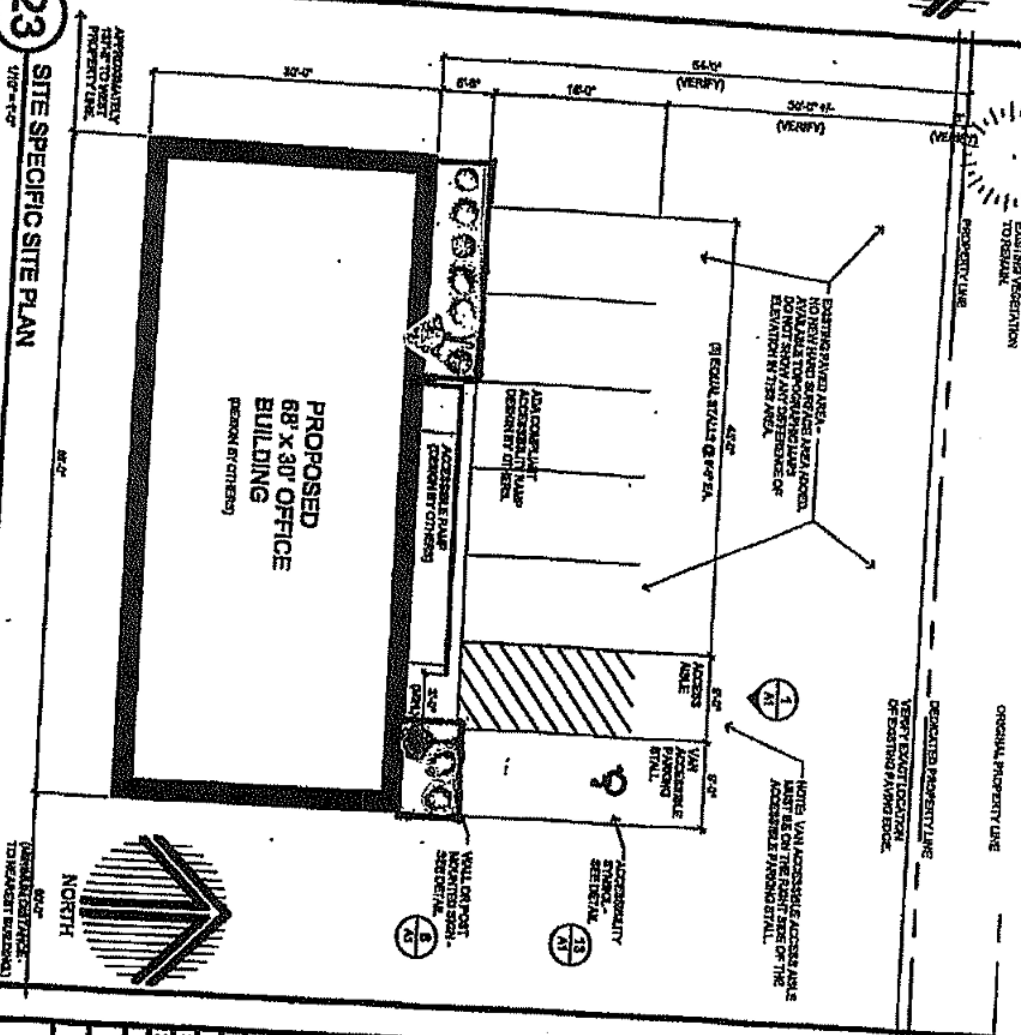
## DRAWING INDEX

## MCMINNVILLE NOTES:

AREA OF BUILDING: 2040 SOL. RT.  
BLDG. ORIGIN: 2040 SOL. RT.  
2010 DESIGN STRUCTURAL SPECIALTY CODE:  
B OCCUPANCY  
CONSTRUCTION TYPE: 2-B (Masonry)  
BUILDING ACCESSIBILITY DESIGN AND DETAILS  
SHALL BE PROVIDED BY OTHERS.

## Get More

**23 SITE SPECIFIC SITE PLAN**  
4/18/14



**ALTA CIMA CORP.**  
FACTORY EXPO HOME CENTERS  
550 SW BOOTH BEND ROAD  
MCMINNVILLE, OREGON 97128

6	
5	
4	
3	
2	ISSUE
1	REVIEW
	5-27-21
	5-28-21

OFFICE BUILDING

SITE PLAN

**A1**

FILE NAME	JOB #
ALTACNASP	2101



SW Booth Bend Rd

