



Landscape Review Committee
Hybrid In-Person & ZOOM Online Meeting
Wednesday, February 21, 2024 - 12:00 PM

Please note that this meeting will be conducted in-person at the Community Development Center Large Conference Room, 231 NE Fifth Street, and via ZOOM.

Join ZOOM Meeting online via the following link:
<https://mcminnvilleoregon.zoom.us/j/88386294719>
Meeting ID: 883 8629 4719 **Passcode:** 325468

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

| Committee Members | Agenda Items |
|--|---|
| Jamie Fleckenstein, Chair Brian Wicks, Vice Chair Carlton Davidson John Hall Eva Reutinger | <ol style="list-style-type: none">1. Call to Order and Roll Call2. Minutes: July 7, 2023 and August 16, 2023 (Exhibit 1)3. Citizen Comments4. Action Items:<ol style="list-style-type: none">L 55-23: Landscape Plan Review, Best Western, 2035 & 2045 HWY 99W, Tax Lot R4429BD 02700 (Exhibit 2)L 1-24: Landscape Plan Review, Shell Food Carts, 645 NW Adams Street, R4420AD 00600 (Exhibit 3)L 2-24: Landscape Plan Review, CI Chemicals Oregon, 2727 NE Orchard Avenue, Tax Lot R4415 02800 (Exhibit 4)L 3-24: Landscape Plan Review, MV Advancements, 600 SE Baker Street, Tax Lot R4420DD 00101 and 00200 (Exhibit 5)5. Committee Member Comments6. Staff Comments7. 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.

EXHIBIT 1A - MINUTES

July 7, 2023
Landscape Review Committee
Special Meeting

12:00 pm
ZOOM Meeting
McMinnville, Oregon

Members Present: Carlton Davidson, Brain Wicks, Patty Sorensen, Jamie Fleckenstein, and John Hall

Members Absent:

Staff Present: Tom Schauer – Senior Planner

Guests Present:

1. Call to Order

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

2. Citizen Comments

None

3. Approval of Minutes

None

4. Action Item

- A. L 26-23: Tree removal application from Juliette's House c/o Bill Lindemann, 1075 SW Cedarwood Ave. (Tax Lot R4420DC 5200)

Senior Planner Schauer said Juliette's House was expanding and the request was to remove the northerly fir tree on the east property line. The trunk was on private property, but the roots were within the public right-of-way and fell under the applicability provisions of the tree removal chapter. Staff recommended approval with conditions.

There was discussion regarding what would be done with the wood.

Bill Lindemann, applicant, said it was painstaking to remove the tree. He did not have resources to do anything with the wood. The plan was to donate the wood to the Yamhill Youth Community program.

Committee Member Wicks moved to approve L 26-23 with conditions. The motion was seconded by Committee Member Hall and passed unanimously.

- B. L 27-23: Tree removal application from Associated Arborists c/o Taylor Alvarez for property owner Stephen C. Hudson, 2285 NW Shadden Dr. (Tax Lot R4418AD 4600)

Senior Planner Schauer said this was a tree removal based on the health of the tree. Staff recommended replacement of the tree.

There was discussion regarding the replacement tree not being a Birch, as was recommended for the neighborhood, but a Maple tree from the approved street tree list. There was further discussion regarding the species of Maple that should be planted.

Committee Member Wicks moved to approve L 27-23 with revised conditions that the tree be replaced by a Rubrum Maple tree from the street tree list. The motion was seconded by Committee Member Sorensen and approved unanimously.

- C. L 28-23: Tree removal application from Evangelina Grimaldo, 893 NW Meadows Dr. (Tax Lot R4419AA 10600)

Senior Planner Schauer said this was an emergency tree removal due to damage to a sewer line. No replacement was recommended.

Committee Member Sorensen moved to approve L 28-23 with conditions. The motion was seconded by Committee Member Wicks and passed unanimously.

- D. L 29-23: Tree removal application from April Diviney, 962 NW Harold Ct. (Tax Lot R4417BA 5000)

Senior Planner Schauer said the homeowner wanted to preemptively remove three trees before they began to uproot the sidewalk. Staff recommended replacement of all three trees with Norwegian Sunset Maple.

There was discussion regarding the pros and cons of preemptive removal, how there were signs of the sidewalk lifting, and replacement trees.

Committee Member Sorensen moved to approve L 29-23 with conditions and the replacement trees should be any tree from the street tree list. The motion was seconded by Committee Member Hall and passed unanimously.

- E. L 22-23: Landscape plan review for applicant Damian Lillard Toyota and property owner Bricktop Advertising LLC, c/o Chris Goodell, AKS Engineering and Forestry, 2611 NE Grandhaven Dr. (Tax Lot R4410C 103)

Senior Planner Schauer said this was the second application for landscape review for the site. The applicant had received approval for Phase 1 on the east side of the property. This application was for Phase 2 for a portion on the west half of the property. The applicant wanted to proceed with development of Phase 2 site improvements at this time, while evaluating the options for the remainder of the property. The applicant had submitted a revised landscape plan intended to meet current landscaping requirements consistent with the current approval for a vehicle inventory lot while also addressing requirements that would be applicable for a parking lot if the site should be developed with commercial buildings in the future. They had not

proposed trees in the landscape planters on the edges of the perimeter because of potential overhead garage doors of future buildings. However, any issues associated with potential future buildings that had not been approved yet did not provide a basis for a landscape plan that didn't meet the standards. If the applicant should later apply for a Planned Development Amendment to allow buildings, the applicant would address that issue at that time, and may be required to apply for waivers to the Large Format Commercial standards at that time. As currently designed, some of the landscape planters provided to meet the 60-foot spacing requirement didn't include a deciduous tree even when there are no apparent utility conflicts. In some locations, there appeared to be approximately 80 or 90 feet between trees. In addition, there were some locations where the planting islands were spaced more than 60 feet. The applicant's narrative also referred to meeting a spacing standard of "+/- 60 feet." In some places it appeared the spacing was closer to 70 feet or 80 feet. He then reviewed the conditions.

Jadon Smith, AKS Engineering, explained the size of the planters.

There was discussion regarding the variety of trees to be planted, issue with putting large shade trees next to LED light poles, and how the trees could be pruned.

There was further discussion regarding the spacing of the planting islands, parking lot count, how there was a condition that the applicant submit a revised plan showing the spacing to be 60 feet or less and all islands would be planted with deciduous trees and not in conflict with utilities.

Mr. Smith thought some of the utilities would be hard to relocate, which was why some trees had been left out. He described the ones that would be in conflict.

The Committee looked at the locations on the landscape plan. Tim Baxter, AKS Engineering, clarified further which ones would and would not be in conflict.

Committee Member Hall moved to approve L 22-23 with conditions except providing a tree in the fire hydrant planter of Phase 2. The motion was seconded by Committee Member Sorensen and passed unanimously.

5. Discussion Items

Senior Planner Schauer discussed street tree plans for subdivisions and the need for clarity when the responsibility transferred to the property owner and how long the security was held onto. He thought the code needed to be amended to make these clear. He and Committee Member Sorensen had given information to the newspaper for a series of tree care articles. He had received an email from the Department of Forestry regarding concerns about Emerald Ash borers.

There was discussion regarding current ash trees in the City and the need to prohibit the planting of these trees in applications.

Senior Planner Schauer said they would schedule a work session on landscape review of public projects.

6. Committee Comments

There was discussion regarding when the proposed code amendments would go into effect, including turning simple street tree removals into staff approvals that did not need to come to the Committee. Senior Planner Schauer said they were still going through the amendments and once done, they would be forwarded to the Planning Commission and City Council for approval.

7. Staff Comments

None

8. Adjournment

Chair Fleckenstein adjourned the meeting at 1:45 p.m.

DRAFT

EXHIBIT 1B - MINUTES

August 16, 2023
Landscape Review Committee
Special Meeting

12:00 pm
ZOOM Meeting
McMinnville, Oregon

Members Present: Brain Wicks, Patty Sorensen, Jamie Fleckenstein, and John Hall

Members Absent: Carlton Davidson

Staff Present: Tom Schauer – Senior Planner and Jessica Payne - Council Liaison

Guests Present:

1. Call to Order

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

2. Citizen Comments

None

3. Approval of Minutes

- February 15, 2023
- March 15, 2023

Committee Member Sorensen wanted to amend the February 15 minutes to better explain why she stepped down as Chair. She suggested changing it to, "Committee Member Sorensen said she had a lot of commitments, and it would be best if someone else was selected."

Committee Member Wicks moved to approve the February 15 and March 15, 2023 minutes as amended. The motion was seconded by Committee Member Hall and passed unanimously.

4. Action Item

- A. L 32-23: Tree removal application from Miranda Karson, 835 SE Villard St. (Tax Lot R4421CD04100)

Senior Planner Schauer said these were damaged trees in the ice storm which had been removed, but not replaced yet. The recommendation was to replace the six trees with five trees from the street tree list. There was no street tree plan for this neighborhood.

There was discussion regarding the spacing between the trees, putting one tree on one side of the driveway and four trees on the other, and the need to water the trees once planted.

Committee Member Sorensen moved to approve L 32-23 with conditions and adjusted spacing as discussed. The motion was seconded by Committee Member Wicks and passed unanimously.

- B. L 33-23: Tree removal application from Jarvis Gomes, 2364 SW Howard St. (Tax Lot R4419CA04100)

Senior Planner Schauer said the tree was uplifting the sidewalk and the applicant requested removal. Staff recommended replacement.

Committee Member Wicks moved to approve L 33-23 with conditions. The motion was seconded by Committee Member Hall and passed unanimously.

5. Discussion Items

- C. Need to schedule special meeting to review L 31-23 (Landscape Plan for New Energy Works - Industrial Development)

Senior Planner Schauer tentatively scheduled a special meeting on August 30.

- D. Work Session – Code Amendments (Information to be provided)

Senior Planner Schauer said for including landscape review for public projects, staff wanted to know what the amendments meant in terms of time and costs. He discussed uses and applicability, clarification of certain items, courtesy review of certain items, procedure vs. standards, “safe harbor” standards for certain items like screening, minor/major, existing/new, in right-of-way vs. out, triggers/thresholds, nonconforming use/development, planter strip groundcover, and gravel vs. paved. He asked if the Committee was comfortable with establishing a standard for a certain project that if they met the requirements, they did not need a separate review.

There was discussion regarding screening requirements, if everything public or private needed discretionary review, creating screening types, taking height into consideration for screening, examples, when/if applications needed landscape review, and criteria for street tree planting plans.

6. Committee Comments

Committee Member Sorensen said her neighbor saw the water truck watering trees in the Oak Ridge subdivision.

7. Staff Comments

None

8. Adjournment

Chair Fleckenstein adjourned the meeting at 12:52 p.m.

DRAFT

EXHIBIT 2 - STAFF REPORT

DATE: February 21, 2024
TO: Landscape Review Committee Members
FROM: Tom Schauer, Senior Planner
SUBJECT: Landscape Plan Review Application (L 55-23)

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

OBJECTIVE/S: Strategically plan for short and long-term growth and development that will create enduring value for the community

Report in Brief:

This proceeding is a review by the Landscape Review Committee of a Landscape Plan Review application for proposed landscaping for a parking lot located at 2035 and 2045 SW Hwy 99W, Tax Lot R4429BD 02700. The property is zoned C-3 (General Commercial), and surrounding properties are also zoned C-3.

This item was previously brought before the Landscape Review Committee on January 17, 2024, where the Landscape Review Committee requested additional information. At the time of this report, the additional information requested was not received. The applicant notified staff they expect to have the information before the meeting. If the information is received prior to the February 21, 2024 meeting it will be provided to the Committee.

EXHIBIT 3 - STAFF REPORT

DATE: February 21, 2024
TO: Landscape Review Committee Members
FROM: Tom Schauer, Senior Planner
SUBJECT: Landscape Plan Review Application (L 1-24)

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 (LRC) of a Landscape Plan Review application for proposed landscaping on property located at 645 NW Adams Street, Tax Lot R4420AD 00600, within the C-3 (General Commercial) Zone, in conjunction with a proposed commercial use of the property. The proposed use and development is to change the use of the former gas station to a food cart pod, with the main building converted to a bar area and seven food trucks and seating provided on the site, partially under the existing canopy.

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. Please refer to the Decision Document for detailed information regarding the property and proposal.

Discussion:

Subject Property and Plan

Please refer to the Decision Document for vicinity maps, proposed plan, and background information.

Summary of Criteria & Issues

Decisions and/or recommendations for approval of the land use application are dependent upon whether the application meets state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code (MMC). The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria.

As required in 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:

Attachments:

Attachment A – Decision Document

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.
2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.
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.
4. The development and use of islands and plantings therein to break up parking areas.
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.
6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

The review also addresses landscaping and screening requirements of other applicable Chapters of the Zoning Ordinance.

Attachments

1. Decision Document with Attached Application

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 if needed to determine consistency with applicable criteria.
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:

BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, I MOVE THAT THE LANDSCAPE REVIEW COMMITTEE APPROVE THE DECISION DOCUMENT AND APPROVE THE LANDSCAPE PLAN REVIEW APPLICATION L 1-24 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT



CITY OF MCMINNVILLE
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DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN REVIEW FOR PROPERTY AT 645 NW ADAMS STREET

DOCKET: L 1-24 (Landscape Plan Review)

REQUEST: Approval of a Landscape Plan Review for property at 645 NW Adams Street

LOCATION: 645 NW Adams Street, R4420 AD00600

ZONING: C-3 (General Commercial)

APPLICANT: EM Architecture, LLC c/o Trena Espie, on behalf of property owners Marissa and Edwin Martinis.

STAFF: Tom Schauer, Senior Planner

DATE DEEMED COMPLETE: January 18, 2024

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

MEETING DATE & LOCATION: February 21, 2024, McMinnville Community Development Center, 231 NE 5th Street, and via Zoom online meeting

PROCEDURE: Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.

CRITERIA: The applicable criteria are specified in Section 17.57.070 (Area Determination – Planning factors) of the McMinnville Zoning Ordinance, McMinnville City Code.

APPEAL: The decision may be appealed within 15 days of the date the decision is mailed as specified in Section 17.57.170 of the McMinnville Zoning Ordinance.

COMMENTS: This matter was referred to the following public agencies for comment: McMinnville Public Works, McMinnville Engineering, McMinnville Water and Light, and the Oregon Department of Transportation. Their comments are provided in this document. No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

Based on the findings and conclusionary findings, the Landscape Review Committee finds the applicable criteria are satisfied with conditions and recommends **APPROVAL** of the Landscape Plan (L 1-24) **subject to the conditions of approval provided in Section II of this document.**

Planning Department: _____ Date: _____
Heather Richards, Planning Director

I. APPLICATION SUMMARY:

Subject Property & Request

The subject site is located at 645 NW Adams Street, Tax Lot Tax Lot R4420AD 00600. **See Figure 1 (Vicinity Map, Aerial Photos, and Street View Photos).** The property is zoned C-3 (General Commercial). **See Figure 2 (Zoning Map).** **See Figure 3** for proposal.

Existing Conditions

The site is located at the southwest corner of NW Adams Street and NW 7th Street. It is approximately 0.26 acres (11,326 square feet). The site is devoid of landscaping. Curb-tight sidewalks are present along both frontages. Overhead utilities are also present along both frontages. The abutting property to the south and west is an L-shaped property zoned R-4 which is developed with apartments. The apartment buildings are set back from the property lines of this property by approximately 45-50 feet, with parking abutting the west side of the subject property. Other properties across the street to the north and east are zoned C-3 commercial.

Proposal

The applicant's proposed site plan and landscape plan are attached and also excerpted below as **Figure 3**. The proposed site plan would establish parking on the northerly side of the property and provide the space for food trucks and seating on the southerly portion of the property. The applicant is proposing fencing and landscaping along the south and west property lines. Landscaping is also proposed behind the sidewalk on both frontages except where there are proposed driveways and along the area east of the food trucks where the trucks would be moved on and off of the property. Landscaping is also proposed between the parking area and the food truck/seating area.

The southwest corner of the site includes a solid waste enclosure for roll-out containers. The landscape plan shows landscape screening on three sides of the enclosure.

Trees are proposed in the planting areas along the north property line, with two crape myrtles east of the driveway and a Bowhall Maple at the northwest corner on the west side of the driveway. Those planting areas and the remaining planting areas are proposed to have shrubs, grasses, and groundcover.

The applicant has provided the landscape calculations per Section 17.57.070(5) of the Zoning Ordinance demonstrating 7% of the site is proposed to be landscaped.

Figure 1: Aerial Photo/Vicinity Map/Street View Map

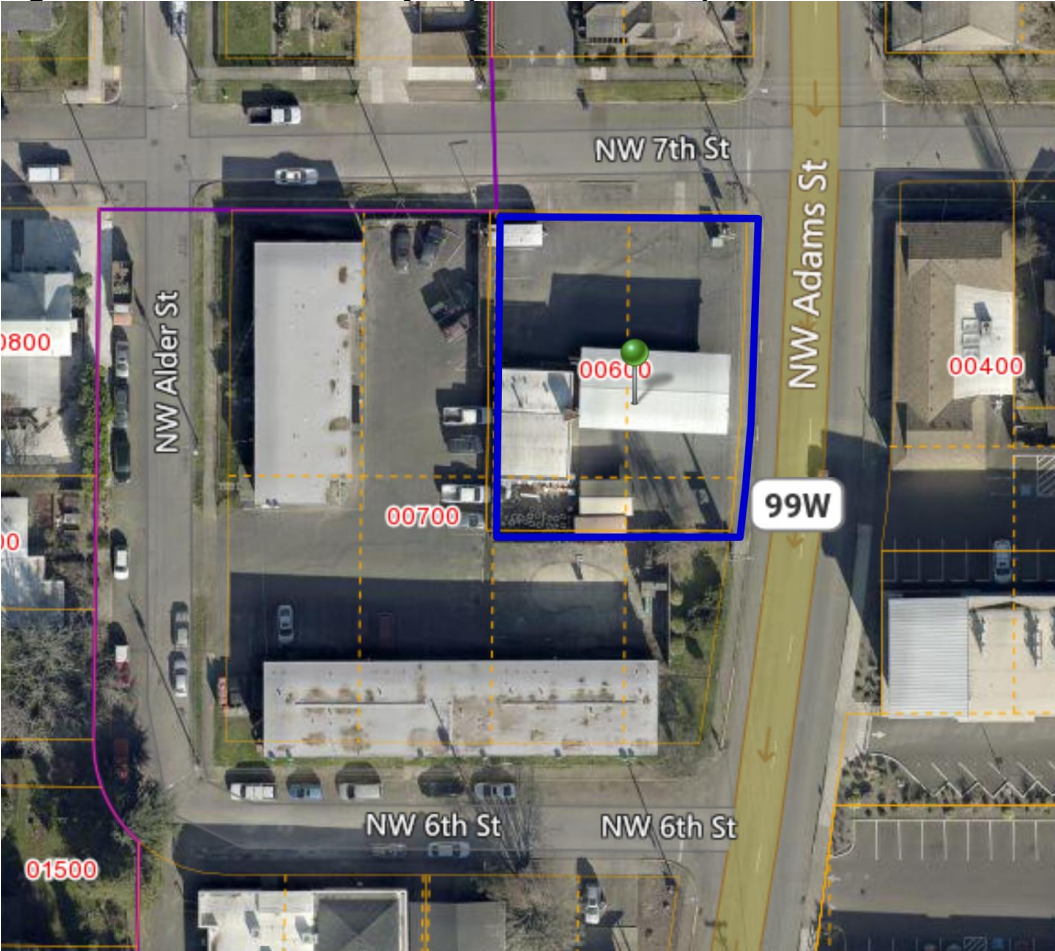
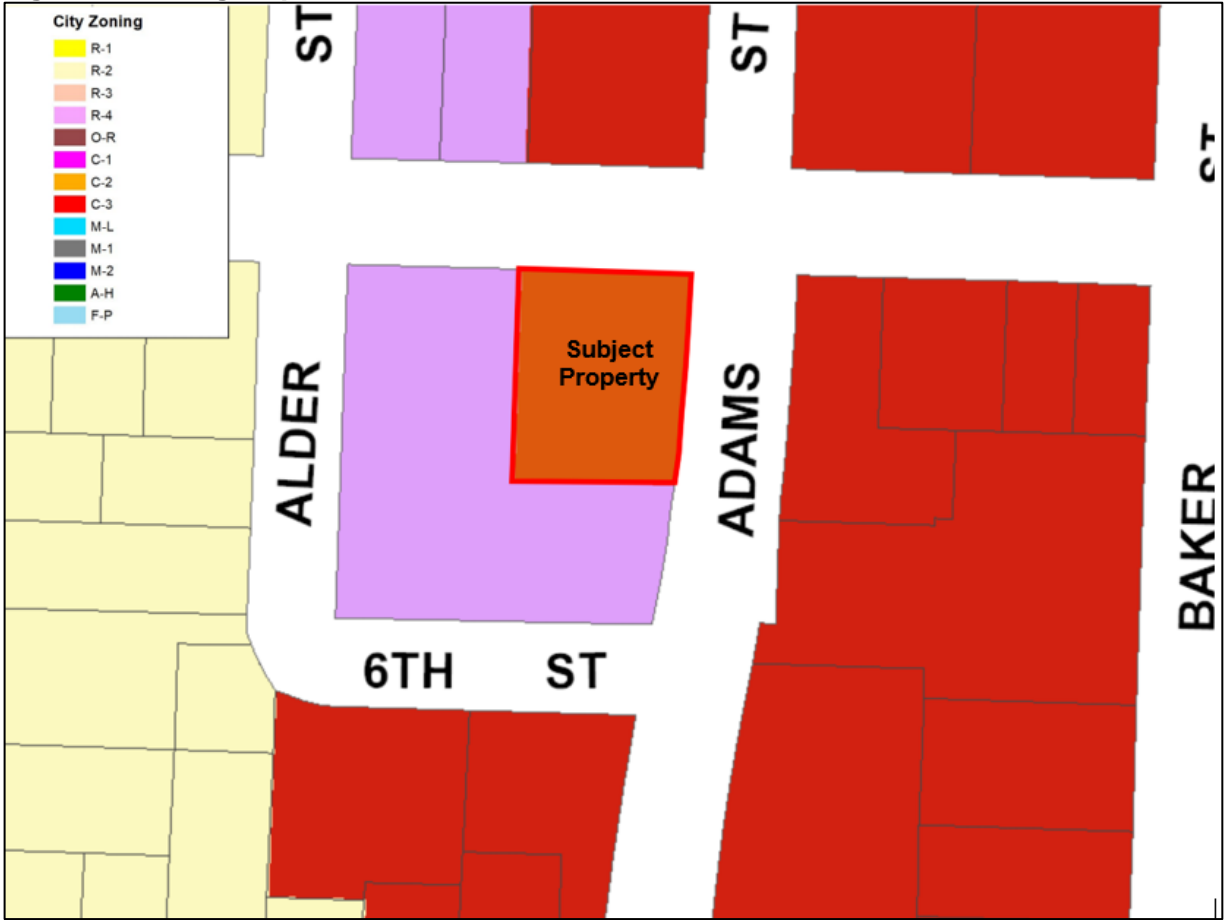


Figure 2: Zoning Map



[illegible]

DRAWING LEGEND

- (E) CONTOUR TO REMAIN
- (N) CONTOUR (MODIFIED EXIST.)
- (E) CONTOUR TO BE MODIFIED
- (N) LANDSCAPING AREAS

KEYNOTES

- 1

PROPERTY LINE, TYP
- 2

FOOD CARTS, TYP
- 3

REQUIRED LANDSCAPING, TYP
- 4

(N) 6'-0" TALL WOOD
WASTE/RECYCLING ENCLOSURE
- 5

(N) CONC SLAB - EXTEND 8'-0" MIN
FROM ENCLOSURE GATES - REPLACING
(E) CONC SLAB AND ASPHALT
- 6

(E) CANOPY ABOVE
- 7

OUTDOOR SEATING
- 8

(N) STANDARD PARKING STALLS
- 9

(N) VAN ACCESSIBLE PARKING STALL
- 10

(E) CURBCUTS - TO BE EDITED FOR (N)
TRAFFIC PATTERN AND BROUGHT TO
CURRENT STANDARDS AS REQ'D
- 11

(E) CURBCUT TO REMAIN AND
BROUGHT TO CURRENT STANDARDS AS
REQ'D
- 12

(E) CURBCUT TO BE REMOVED AND
REPLACED BY REQ'D SIDEWALK AND
STREET TREES, COORD W/ODOT
- 13

MIN ONE-WAY AND TWO-WAY
DRIVELANE WIDTH
- 14

(N) 6' WOOD FENCE TO REPLACE (E)
- 15

(E) WATER METER
- 16

BIKE PARKING RACK

Figure 3b. Landscape Plan

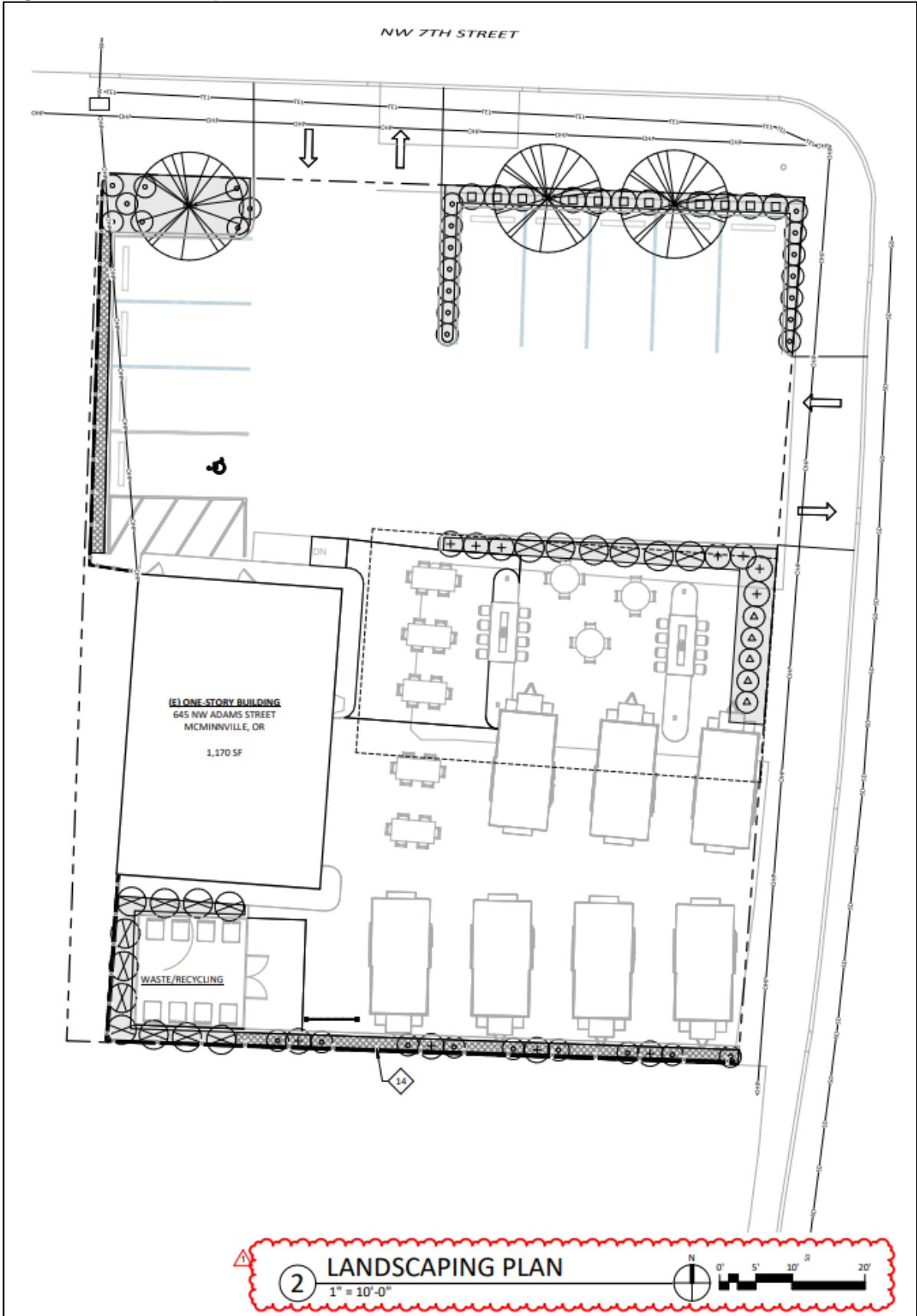
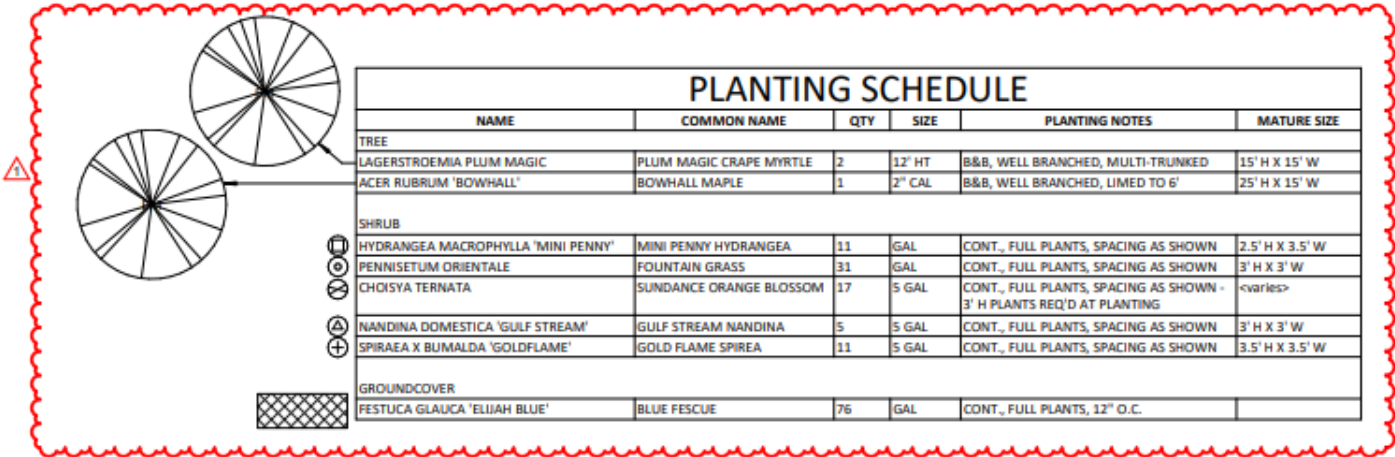


Figure 3c. Planting Schedule



1

LANDSCAPE PLAN NOTES:

MIN LANDSCAPE AREA = MIN 7% OF SITE
TOTAL SITE AREA: 11,415 SF
MIN LANDSCAPE: 7% = 799 SF
LANDSCAPED AREA: 868 SF = 7.6% = OK

NOTE - NO LANDSCAPING OR TREES CURRENTLY ON THE SITE. ALL LANDSCAPING SHOWN IS PROPOSED/NEW

GENERAL PLANTING NOTES

- ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH CURRENT CITY OF MC MINNVILLE STANDARDS AND OREGON BUILDING AND SPECIALTY CODES.
- INSTALL EROSION CONTROL SYSTEMS IN ACCORDANCE WITH CITY OF MC MINNVILLE STANDARDS PRIOR TO SITE WORK AND LANDSCAPE INSTALLATION.
- CONTRACTOR SHALL MARK AND PROTECT ALL UTILITIES, SITE FEATURES, AND VEGETATION TO REMAIN IN PLACE.
- CONTRACTOR SHALL REMOVE ALL WEEDS AND INVASIVE SPECIES PRIOR TO PLANTING OR SEEDING.
- ALL DISTURBED AREAS SHALL BE SEEDED.
- PRIOR TO PLANTING, CONTRACTOR SHALL TEST ON-SITE SOILS FOR SOIL FERTILITY BY CERTIFIED TESTING LAB. IF NECESSARY, BACKFILL SOILS FOR TREE PITS, SHRUB AND GROUND COVER AREAS SHALL BE AMENDED AS RECOMMENDED BY SOIL ANALYSIS REPORT.
- ALL SEEDED AREAS SHALL BE STRIPPED OF VEGETATION, SCARIFIED AND RECEIVE 6" OF TOPSOIL PRIOR TO APPLICATION OF SEED.
- ALL PLANTER BEDS SHALL BE SCARIFIED 12" BELOW FINISHED GRADE AND HAVE 12" OF TOPSOIL ADDED TO BRING BACK TO FINISHED GRADE PRIOR TO PLANTING.
- CONTRACTOR TO INSTALL 3" LAYER OF BARK MULCH AT ALL TREE, SHRUB, AND GROUND COVER AREAS.
- LANDSCAPE INSTALLATION SHALL INCLUDE PROVISION OF AN AUTOMATIC IRRIGATION SYSTEM TO SUSTAIN LANDSCAPE PLANTINGS, MEETING LOCAL AND STATE BUILDING CODES.
- PLANT MATERIAL INSTALLED SHALL CONFORM IN SIZE AND GRADE OT THE "AMERICAN STANDARD FOR NURSERY STOCK" CURRENT EDITION.

1

- NOT USED
- LANDSCAPE CONTRACTOR SHALL WATER PLANTINGS FOR DURATION OF 1-YEAR WARRANTY PERIOD AFTER INSTALLATION AND GUARANTEE ALL PLANTINGS TO BE IN SATISFACTORY HEALTH. LANDSCAPE CONTRACTOR SHALL REPLACE ALL DAMAGED, DEAD, OR DYING PLANTS COVERED BY WARRANTY WITHIN 30 DAYS OF INITIAL IDENTIFICATION OF CONDITION.

Summary of Criteria

Decisions and/or recommendations for approval of the land use application are dependent upon whether the application meets state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code (MMC). The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria.

The proposed development is on land zoned C-3 (General Commercial). McMinnville Municipal Code (MMC) Section 17.57.030 requires landscaping in the C-3 zone. Therefore, landscaping is required subject to the criteria and standards described in MMC Chapter 17.57-Landscaping. The review also addresses landscaping and screening requirements of other applicable Chapters of the Zoning Ordinance.

II. CONDITIONS:

1. Prior to issuance of a building permit, the applicant shall submit a revised landscape plan to the Planning Department for review and approval, incorporating applicable revisions described in conditions below.
 - a. Specify the proposed material proposed under the Bowhall Maple where specific landscape material isn't indicated.
 - b. Identify any proposed artificial lighting and sufficient information regarding the method of shielding/downcast lighting to demonstrate artificial lighting which may be provided shall be deflected as not to shine or create glare in any residential zone or on any adjacent dwelling.
2. Ensure provisions of sleeving for irrigation to all irrigated planting areas.
3. Once approved, the applicant shall install landscaping as shown on the final approved landscape plans addressing any required conditions of approval. Landscaping shall be installed prior to final inspection for the building permit, or the applicant shall provide financial surety equal to 120% of the installed landscaping cost as specified in the Zoning Ordinance, and landscaping shall be completed no later than 6 months from final inspection.
4. All landscaping approved by the Landscape Review Committee and required as conditions of approval shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement. Existing landscaping to be retained shall be considered part of the approved landscape plan.
5. Trees abutting the public sidewalk shall be planted consistent with the City's specification for street trees. Planting of street trees shall be subject to the McMinnville design drawings and specification. The applicant shall provide root barrier protection per specification in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of the tree and the parking lot side of the tree, 10 feet in width. 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. Street trees shall be staked per specification. *A copy of the standard detail is available upon request.*
6. 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.

7. The applicant is reminded that street 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.
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. Lighting of parking and landscaped areas shall be directed into or on the site and away from property lines. Building accent lighting shall be directed and/or shielded to place light on the intended target, and not result in skyward glare.
10. As specified in Section 17.57.050, all completed landscape projects shall be inspected by the Planning Director or their designee. Said projects shall be found to be in compliance with the approved plans prior to the issuance of an occupancy certificate for the structure, or prior to any security or portion thereof being refunded to the applicant. Minor changes in the landscape plan shall be allowed, as determined by the Planning Director or their designee, as long as they do not alter the character and aesthetics of the original plan.
11. The scope of this review is limited to the Landscape Plan. Other requirements of the City and respective agencies shall be addressed at the time of site work, building permit review, and sign permit application.
12. The applicant shall obtain any necessary permits from ODOT for work within the ODOT right-of-way.

III. ATTACHMENTS:

1. L 1-24 Application and Attachments (on file with the Planning Department)
2. Comments from McMinnville Engineering Department.

IV. COMMENTS:

Agency Comments

This matter was referred to the following public agencies for comment: McMinnville Public Works, McMinnville Engineering, McMinnville Water and Light, and the Oregon Department of Transportation.

The following comments were received. Comments may still be received through February 21, 2024 and will be provided to the Committee before or at the meeting.

City of McMinnville Public Works:

No comments received as of February 16, 2024

McMinnville Engineering

Please see attached comments.

McMinnville Water and Light

MW&L has the following comments:

- Water: A 1.5" domestic water meter (D267) currently serves this parcel. It is recommended, but not required that an irrigation water service/meter be installed to serve the landscaping. An irrigation water meter does not have sewer billing. If an irrigation service/meter is desired, contact MW&L Engineering for costs to install. Backflow (Double Check) is required at premises (at the water meter) for all water services to this parcel.
- Power: If project requires a change to electrical service, please submit Design Application and fees to McMinnville Water & Light.

Oregon Department of Transportation

No comments on the landscaping plan, but I noticed in the applicant's narrative that there were questions for ODOT. You can pass these comments on to the applicant:

- The ODOT project to replace curb ramps in McMinnville will be limited to the ramps and occasional transition panels.
- The ODOT project manager for the curb ramps is Ian Roholt (541-745-9168) and you can reach out with any specific coordination questions.
- If any other work is proposed in the Adams Street right-of-way (driveway removal, utility connections, etc.) you can reach out to the ODOT District 3 Permits office at 503-986-2900.

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.

V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. The application was submitted on January 8, 2024
2. The application was deemed incomplete on January 18, 2024.
3. Additional information was submitted on January 23, 2024. The application was complete with the January 23, 2024 submittal. Based on that date, the application is subject to a 30-day review timeframe.
3. Notice of the application was referred to the following public agencies for comment on February 6, 2024: McMinnville Public Works, McMinnville Engineering, and McMinnville Water and Light, and the Oregon Department of Transportation. Comments received from public agencies are addressed in this Decision Document.
4. No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the public meeting.
5. A public meeting was held by the Landscape Review Committee on February 21, 2024, to review the application and proposed landscape plan.

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** 645 NW Adams Street., Tax Lot R4420AD 00600

Attachments :

Attachment 1 – Application and Attachments

2. **Size:** Approximately 0.26 acres (11,326 square feet).
3. **Comprehensive Plan Map Designation:** Commercial
4. **Zoning:** C-3. Property to the south and west is R-4. Properties to the north and east are C-3.
5. **Overlay Zones/Special Districts:** None identified
6. **Previous Use:** Gas station, contractor
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** None Identified
 - b. **Other:** None identified
8. **Other Features:** There are no significant or distinguishing natural features on the property.
9. **Utilities:** Utilities are available to the site. Overhead utilities are present along the frontage of NW Adams Street and NW Seventh Street.
10. **Transportation:** The property has frontage NW Adams Street and NW 7th Street. NW Adams is a major arterial and NW 7th Street is a local street.

VII. CONCLUSIONARY FINDINGS:

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

In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. "Proposals" specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests.

Comprehensive Plan Volume II:

The following Goals, Policies, and Proposals from Volume II of the Comprehensive Plan provide criteria applicable to this request:

The implementation of most goals, policies, and proposals as they apply to this application are accomplished through the provisions, procedures, and standards in the city codes and master plans, which are sufficient to adequately address applicable goals, policies, and proposals as they apply to this application.

The following additional findings are made relating to specific Goals and Policies:

GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMinnville.

Policy 188.00: The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville

Attachments :

Attachment 1 – Application and Attachments

Landscape Review Committee review of the request and recommendation at an advertised public meeting. All members of the public have access to provide testimony and ask questions during the public review process. Review and recommendation of landscape plans by the Landscape Review Committee provides for a recommendation to the Planning Director by a City-Council appointed citizen committee.

McMinnville Zoning Ordinance

The following Sections of the McMinnville Zoning Ordinance provide criteria applicable to the request:

Chapter 17.57 Landscaping

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

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

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

The guidelines and standards contained in this chapter serve to help McMinnville realize the objectives noted above. These guidelines and standards are intended as minimum standards for landscape treatment. Owners and developers are encouraged to exceed these in seeking more creative solutions

both for the enhanced value of their land and for the collective health and enjoyment of all citizens of McMinnville.

The landscaping provisions in Section 17.57.070 are in addition to all other provisions of the zoning ordinance which relate to property boundaries, dimensions, setback, vehicle access points, parking provisions and traffic patterns. The landscaping objectives shall also seek to accomplish the purposes set forth in Section 17.03.020.

APPLICANT'S RESPONSE: N/A.

FINDING: SATISFIED WITH CONDITIONS. Subject to conditions of approval, the proposed landscape plan is consistent with the purpose of this chapter.

Findings regarding any of the potentially applicable landscaping, buffering, and/or screening provisions of other Chapters of the Zoning Ordinance summarized below are addressed in the respective sections of these findings, if applicable:

- Any requirements of the subject zone;
- Any requirements of applicable overlay zones, such as the NE Gateway Overlay Ordinance;
- Any applicable provisions of Chapter 17.60 for parking lot screening and buffering;
- Any applicable provisions of Chapter 17.61 for landscaping, screening, and setbacks for solid waste enclosures;
- Any applicable requirements for certain uses and developments, as specified, such as standards for Large Format Commercial Design standards in Chapter 17.56, and standards for certain residential uses specified in Chapter 17.11.

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

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

APPLICANT'S RESPONSE: N/A.

FINDING: SATISFIED/APPLICABLE. 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:*

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

...

APPLICANT'S RESPONSE: Please see applicant's plans and plan notes.

FINDING: SATISFIED. The applicant's plan demonstrate the proposed landscaping exceeds seven percent landscaping.

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

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

APPLICANT'S RESPONSE: Please see applicant's plans and plan notes.

FINDING: SATISFIED. Consistent with the requirements of Chapter 17.57, the requirements of the zoning district, the standards for screening of parking areas, and the standards for screening of solid waste enclosures, the applicant's plan demonstrates compatibility with the surrounding and abutting properties and uses. The site is currently devoid of landscaping, and the proposal provides landscaping along the property perimeter except where points of access are provided.

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

APPLICANT'S RESPONSE: Please see applicant's plans and plan notes.

FINDING: SATISFIED. The proposed landscaping and screening provides sight-obscuring screening abutting the residential property to the west and south as required by the applicable code sections. The site is currently devoid of landscaping, and the applicant is proposing landscaping both at the site perimeter and within the site. Landscape screening is also proposed between the parking area and food cart area.

17.57.070(B)(3). *The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.*

APPLICANT'S RESPONSE: Please see applicant's plan and plan notes.

FINDING: SATISFIED/NOT APPLICABLE. The site is generally level and there are no existing trees or natural areas to be incorporated into the development.

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

APPLICANT'S RESPONSE: Please see applicant's plans and plan notes.

FINDING: SATISFIED. The applicant's site plan and landscape plan propose plantings that break up the parking area and provide separation between the parking area and food truck area. There are limitations for plantings of trees within the interior portion of the site where the existing canopy structure is present.

17.57.070(B)(5). *The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.*

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. No prohibited trees are proposed. No street trees are proposed.

Note: *Bowhall Maple is on the City’s street tree list but is not specified for planting under overhead utilities. A different crape myrtle is on the list specified for planting under overhead utilities.*

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

APPLICANT’S RESPONSE: Please see applicant’s plans and plan notes.

FINDING: SATISFIED. The applicant’s General Planting Note 10 indicates landscape installation shall include provision of an automatic irrigation system to sustain landscape plantings.

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

APPLICANT’S RESPONSE: N/A.

FINDING: SATISFIED WITH CONDITIONS. This is a requirement of the Zoning Ordinance and has also been incorporated as a condition of approval.

Chapter 17.58. Trees

FINDING: NOT APPLICABLE. Existing curb-tight sidewalks are present along the street frontages. No street trees are proposed. Trees on private property are proposed adjacent to the right-of-way of Seventh Street.

Chapter 17.33. G-C General Commercial Zone

17.33.030 Yard Requirements. *Except as provided in Section 17.54.050, and “A” and “B” below, there shall be no required yards in a C-3 zone:*

- A. Side yard shall not be less than twenty feet when adjacent to a residential zone;*
- B. Rear yard shall not be less than twenty feet when adjacent to a residential zone*

17.33.050 Use Limitations. *In a C-3 zone, outside storage abutting or facing a residential zone shall be enclosed by a sight obscuring fence. The fence shall obstruct the storage from view on the sides of the property abutting or facing a residential zone. The fence shall be of such material and design as will not detract from adjacent residences, shall be free of advertising, and shall be constructed according to plans submitted by the owner or authorized agent and approved by the Planning Director. Outside storage in a required yard shall not exceed ten feet in height.*

FINDING: SATISFIED. The existing structure is an existing legally nonconforming structure. No outside storage is proposed.

Chapter 17.54. General Provisions

APPLICANT’S RESPONSE: N/A.

Attachments :

Attachment 1 – Application and Attachments

FINDING: SATISFIED WITH 00NDITIONS. This Chapter includes provisions addressing clear vision triangles. **See Section 17.54.089. See also Section 17.60.080(C)(4).** All landscaping shall be installed and maintained to comply with vision clearance standards. The proposed landscape plan shows shrubs within the clear vision triangle. These shall be maintained so they don't exceed a height of three feet. The shrubs proposed within the vision clearance triangles and adjacent to driveways are identified as having a mature height of 3 feet or 3.5 feet.

Chapter 17.60. Off-Street Parking and Loading

17.60.080(D). Parking areas shall be made compatible with surrounding uses as follows:

- (1). Parking spaces along the outer boundaries of a parking area shall be contained by a curb or a bumper rail so placed to prevent a motor vehicle from extending over an adjacent property, sidewalk, or street.*
- (2). When a parking area in a commercial or industrial zone abuts a property in a residential zone, a site-obscurer fence or wall, either permanent or of living material, shall be placed along the affected property line. The responsibility for placement of the fence or wall lies with the commercial or industrial property.*
- (3) Artificial lighting which may be provided shall be deflected as not to shine or create glare in any residential zone or on any adjacent dwelling.*

APPLICANT'S RESPONSE: Please see applicant's plans and plan notes.

FINDING: SATISFIED WITH CONDITIONS. Parking spaces along the perimeter are contained with wheel stops and also abut landscape areas consistent with Subsection 1. A sight-obscurer wood fence is proposed along the abutting residential property line consistent with Subsection 2. As a condition, the application shall identify any proposed artificial lighting and demonstrate consistency with Subsection (3).

Chapter 17.61. Solid Waste and Recycling Enclosure Plan

17.61.030. Guidelines and Standards.

- A. The location of an enclosure must allow for collection agency drive-in access. A fifty-foot (50) access approach is recommended. In addition to the approach, either an exit that allows the truck to move forward or a turn area with a minimum radius of 46.5 feet is preferred. Both approach and location shall be unobstructed and free of overhead wires and low hanging trees. An eighteen-foot (18) minimum height clearance above the enclosure approach is required and a thirty-two-foot (32) vertical clearance is required above the container itself. The enclosure shall be of sufficient size to store trash and recycling receptacles, the size of which shall be determined by the collection agency and will be based on proposed use. A minimum distance of two feet (2) is required between the container and existing or proposed structures. The enclosure shall be a minimum of six feet (6) tall or six inches (6) higher than the top of the tallest container.*
- B. Solid waste enclosures shall not be located within twenty feet (20) of a required front or exterior yard and should be placed at the rear of a building whenever possible. Should an enclosure be placed within a required landscaped front or exterior yard, additional landscaping must be provided elsewhere on the property to compensate for the encroachment into the required landscaped yard. Any modifications to required landscaping must meet the approval of the Landscape Review Committee.*
- C. Any trash or recycling enclosure which is visible from the street must provide landscaping around three (3) sides of the structure. Climbing vines and screening shrubs or hedges are*

Attachments :

Attachment 1 – Application and Attachments

- appropriate, and landscaping must be a minimum of three feet (3) in height at the time of planting.*
- D. Where a commercial or industrial zone abuts a residential zone, enclosures must be placed a minimum of thirty feet (30) from any residential structure or as otherwise approved by the Planning Director.*
 - E. Generally, the design of the structure should match the exterior surface of the building and can be constructed of masonry, wood or concrete blocks in combination with plant material capable of forming a complete evergreen hedge. The floor of the enclosure shall be a concrete holding pad which must extend eight feet (8) beyond the gates.*
 - F. Gates that screen the containers are required and must remain closed at all times except at times of service.*
 - G. Parking is prohibited in front of the enclosure and all parked vehicles must be located at a safe distance. A “No Parking” sign must be visibly placed on the gates of the enclosure.*
 - H. Solid waste and recycling enclosures must be placed in a location that is compatible with the City of McMinnville’s Fire Code.*

APPLICANT’S RESPONSE: Please see applicant’s plans and plan notes.

FINDING: SATISFIED. The enclosure is for roll-out carts, so it doesn’t require truck access. The enclosure is not located within 20 feet of a front or exterior yard. It is located near the rear of the building. The trash enclosure is visible from the street and the applicant’s plan proposed landscaping as required by Subsection C. The applicants plan demonstrates compliance with Subsection D. The proposed enclosure would be constructed of wood consistent with Subsection E. The enclosure shall be consistent with other requirements, but these are not related to the landscape plan review.

TS

**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 1-24
 Date Received 1/8/23
 Fee \$1,207.00
 Receipt No. 209247
 Received by AW

569-24-000008-PLNG

Landscape Plan Review Application

Applicant Information

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

Applicant Name EM Architecture, LLC Phone 503.544.7210

Contact Name Trena Espie, Associate
(If different than above)

Phone _____

Address 1001 SE Sandy Blvd

City, State, Zip Portland, OR 97214

Contact Email team@emarchitecture.net

Property Owner Information

Property Owner Name Marissa and Edwin Martinis Phone (503) 740 5209
(If different than above)

Contact Name Marissa Martinis Phone (503) 740 5209

Address 20100 Baker Cr. Rd

City, State, Zip McMinnville

Contact Email martinismj@gmail.com

Site Location and Description

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

Property Address 645 NW Adams Street, McMinnville

Assessor Map No. R4 420AD-00600- Total Site Area 11,415 SF (.26 acres)

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation commercial Zoning Designation C3

Landscaping Information

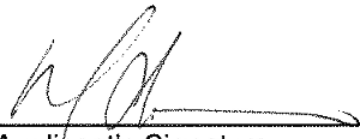
1. Total Landscaped Area: 893 SF
2. Percent Landscaped: 893/11,415 = 7.8%
3. Building Floor Area:
New Structure: N/A Existing Structure: 1,170 SF Addition: N/A
4. Architect Name EM Architecture, LLC Phone 503.544.7210
(Landscape Architect, Engineer, or Other Designer)
Contact Name Trena Espie, Associate Phone _____
Address 1001 SE Sandy Blvd
City, State, Zip Portland, OR 97214
Contact Email team@emarchitecture.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.

TBD ☐ Payment of the applicable review fee, which can be found on the Planning Department web page.


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



Applicant's Signature

1/4/24

Date



Property Owner's Signature

1/4/24

Date

DRAWING LEGEND

- (E) CONTOUR TO REMAIN
(N) CONTOUR (MODIFIED EXIST.)
(E) CONTOUR TO BE MODIFIED
(N) LANDSCAPING AREAS

KEYNOTES

- 1 PROPERTY LINE, TYP
2 FOOD CARTS, TYP
3 REQUIRED LANDSCAPING, TYP
4 (N) WASTE/RECYCLING ENCLOSURE
5 (E) CONC SLAB
6 (E) CANOPY ABOVE
7 OUTDOOR SEATING
8 (N) STANDARD PARKING STALLS
9 (N) VAN ACCESSIBLE PARKING STALL
10 (E) CURBCUTS - TO BE EDITED FOR (N) TRAFFIC PATTERN
11 (E) CURBCUT TO REMAIN
12 (E) CURBCUT TO REMAIN (UNUSED)
13 MIN ONE-WAY AND TWO-WAY DRIVELANE WIDTH
14 (N) 6' WOOD FENCE TO REPLACE (E)
15 (E) WATER METER

DRAWING REVISIONS

| NO. | DATED | DESCRIPTION |
|-----|-------|-------------|
| | | |
| | | |
| | | |



architecture and planning
1001 se sandy blvd, portland or 97214
503.544.7210 erik@emarchitecture.net

SHELL FOOD CARTS
645 NW ADAMS STREET

CONTRACT DOCUMENTS
01.03.2024

SITE + LANDSCAPING

A090

LANDSCAPE PLAN NOTES:

MIN LANDSCAPE AREA - MIN 7% OF SITE
TOTAL SITE AREA: 11,415 SF
MIN LANDSCAPE: 7% = 799 SF
LANDSCAPED AREA: 893 SF = 7.8% = OK

NOTE - NO LANDSCAPING OR TREES CURRENTLY ON THE SITE. ALL LANDSCAPING SHOWN IS PROPOSED/NEW

GENERAL PLANTING NOTES

- ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH CURRENT CITY OF MCMINNVILLE STANDARDS AND OREGON BUILDING AND SPECIALTY CODES.
- INSTALL EROSION CONTROL SYSTEMS IN ACCORDANCE WITH CITY OF MCMINNVILLE STANDARDS PRIOR TO SITE WORK AND LANDSCAPE INSTALLATION.
- CONTRACTOR SHALL MARK AND PROTECT ALL UTILITIES, SITE FEATURES, AND VEGETATION TO REMAIN IN PLACE.
- CONTRACTOR SHALL REMOVE ALL WEEDS AND INVASIVE SPECIES PRIOR TO PLANTING OR SEEDING.
- ALL DISTURBED AREAS SHALL BE SEEDED.
- PRIOR TO PLANTING, CONTRACTOR SHALL TEST ON-SITE SOILS FOR SOIL FERTILITY BY CERTIFIED TESTING LAB. IF NECESSARY, BACKFILL SOILS FOR TREE PITS, SHRUB AND GROUND COVER AREAS SHALL BE AMENDED AS RECOMMENDED BY SOIL ANALYSIS REPORT.
- ALL SEEDED AREAS SHALL BE STRIPPED OF VEGETATION, SCARIFIED AND RECEIVE 6" OF TOPSOIL PRIOR TO APPLICATION OF SEED.
- ALL PLANTER BEDS SHALL BE SCARIFIED 12" BELOW FINISHED GRADE AND HAVE 12" OF TOPSOIL ADDED TO BRING BACK TO FINISHED GRADE PRIOR TO PLANTING.
- CONTRACTOR TO INSTALL 3" LAYER OF BARK MULCH AT ALL TREE, SHRUB, AND GROUND COVER AREAS.
- LANDSCAPE INSTALLATION SHALL INCLUDE PROVISION OF AN AUTOMATIC IRRIGATION SYSTEM TO SUSTAIN LANDSCAPE PLANTINGS, MEETING LOCAL AND STATE BUILDING CODES.
- PLANT MATERIAL INSTALLED SHALL CONFORM IN SIZE AND GRADE OT THE "AMERICAN STANDARD FOR NURSERY STOCK" CURRENT EDITION.
- QUANTITIES OF PLANT MATERIALS SHALL BE AS DETERMINED BY CONTRACTOR IN ACCORDANCE WITH SPECIFIED SPACING OR LOCATION ON PLAN. MATERIAL QUANTITIES SHOWN ON PLAN ARE FOR CONTRACTOR CONVENIENCE ONLY AND SHALL BE VERIFIED BY CONTRACTOR PRIOR TO INSTALLATION. SURPLUS OR SHORTAGES OF PLANT QUANTITIES SHALL BE RESPONSIBILITY OF CONTRACTOR.
- LANDSCAPE CONTRACTOR SHALL WATER PLANTINGS FOR DURATION OF 1-YEAR WARRANTY PERIOD AFTER INSTALLATION AND GUARANTEE ALL PLANTINGS TO BE IN SATISFACTORY HEALTH. LANDSCAPE CONTRACTOR SHALL REPLACE ALL DAMAGED, DEAD, OR DYING PLANTS COVERED BY WARRANTY WITHIN 30 DAYS OF INITIAL IDENTIFICATION OF CONDITION.

PLANTING SCHEDULE

| NAME | COMMON NAME | QTY | SIZE | PLANTING NOTES | MATURE SIZE |
|------------------------------------|-------------------------|-----|--------|--------------------------------------|-----------------|
| TREE | | | | | |
| LAGERSTROEMIA PLUM MAGIC | PLUM MAGIC CRAPE MYRTLE | 8 | 12' HT | B&B, WELL BRANCHED, MULTI-TRUNKED | 15' H X 15' W |
| ACER RUBRUM 'BOWHALL' | BOWHALL MAPLE | 1 | 2" CAL | B&B, WELL BRANCHED, LIMED TO 6' | 25' H X 15' W |
| SHRUB | | | | | |
| HYDRANGEA MACROPHYLLA 'MINI PENNY' | MINI PENNY HYDRANGEA | 11 | GAL | CONT., FULL PLANTS, SPACING AS SHOWN | 2.5' H X 3.5' W |
| PENNISETUM ORIENTALE | FOUNTAIN GRASS | 35 | GAL | CONT., FULL PLANTS, SPACING AS SHOWN | 3' H X 3' W |
| NANDINA DOMESTICA 'GULF STREAM' | GULF STREAM NANDINA | 6 | 5 GAL | CONT., FULL PLANTS, SPACING AS SHOWN | 3' H X 3' W |
| SPIRAEA X BUMALDA 'GOLDFLAME' | GOLD FMALE SPIREA | 11 | 5 GAL | CONT., FULL PLANTS, SPACING AS SHOWN | 3.5' H X 3.5' W |
| GROUND COVER | | | | | |
| FESTUCA GLAUCA 'ELIJAH BLUE' | BLUE FESCUE | 1 | GAL | CONT., FULL PLANTS, 12" O.C. | |

SEE REVISED PLANS -
NEXT SHEET

LANDSCAPING PLAN

1" = 10'-0"

SITE PLAN

1" = 10'-0"

| PLANTING SCHEDULE | | | | | |
|-------------------|------------------------------------|-------------------------|-----|--------|--|
| | NAME | COMMON NAME | QTY | SIZE | PLANTING NOTES |
| TREE | LAGERSTROEMIA PLUM MAGIC | PLUM MAGIC CRAPE MYRTLE | 2 | 12' HT | B&B, WELL BRANCHED, MULTI-TRUNKED |
| | ACER RUBRUM 'BOWHALL' | BOWHALL MAPLE | 1 | 2" CAL | B&B, WELL BRANCHED, LIMED TO 6' |
| | | | | | 15' H X 15' W |
| SHRUB | HYDRANGEA MACROPHYLLA 'MINI PENNY' | MINI PENNY HYDRANGEA | 11 | GAL | CONT., FULL PLANTS, SPACING AS SHOWN |
| | PENNISETUM ORIENTALE | FOUNTAIN GRASS | 31 | GAL | CONT., FULL PLANTS, SPACING AS SHOWN |
| | CHOISYA TERNATA | SUNDANCE ORANGE BLOSSOM | 17 | 5 GAL | CONT., FULL PLANTS, SPACING AS SHOWN - 3' H PLANTS REQ'D AT PLANTING |
| | NANDINA DOMESTICA 'GULF STREAM' | GULF STREAM NANDINA | 5 | 5 GAL | CONT., FULL PLANTS, SPACING AS SHOWN |
| GROUND COVER | SPIRAEA X BUMALDA 'GOLDFLAME' | GOLD FLAME SPIREA | 11 | 5 GAL | CONT., FULL PLANTS, SPACING AS SHOWN |
| | FESTUCA GLAUCA 'ELIJAH BLUE' | BLUE FESCUE | 76 | GAL | CONT., FULL PLANTS, 12" O.C. |
| MATURE SIZE | | | | | |
| 2.5' H X 3.5' W | | | | | |
| 3' H X 3' W | | | | | |
| <varies> | | | | | |
| 3' H X 3' W | | | | | |
| 3.5' H X 3.5' W | | | | | |

LANDSCAPE PLAN NOTES:
MIN LANDSCAPE AREA - MIN 7% OF SITE
TOTAL SITE AREA: 11,415 SF
MIN LANDSCAPE: 7% = 799 SF
LANDSCAPED AREA: 868 SF = 7.6% = OK
NOTE - NO LANDSCAPING OR TREES CURRENTLY ON THE SITE. ALL LANDSCAPING SHOWN IS PROPOSED/NEW

- GENERAL PLANTING NOTES
- ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH CURRENT CITY OF MCMINNVILLE STANDARDS AND OREGON BUILDING AND SPECIALTY CODES.
 - INSTALL EROSION CONTROL SYSTEMS IN ACCORDANCE WITH CITY OF MCMINNVILLE STANDARDS PRIOR TO SITE WORK AND LANDSCAPE INSTALLATION.
 - CONTRACTOR SHALL MARK AND PROTECT ALL UTILITIES, SITE FEATURES, AND VEGETATION TO REMAIN IN PLACE.
 - CONTRACTOR SHALL REMOVE ALL WEEDS AND INVASIVE SPECIES PRIOR TO PLANTING OR SEEDING.
 - ALL DISTURBED AREAS SHALL BE SEEDDED.
 - PRIOR TO PLANTING, CONTRACTOR SHALL TEST ON-SITE SOILS FOR SOIL FERTILITY BY CERTIFIED TESTING LAB. IF NECESSARY, BACKFILL SOILS FOR TREE PITS, SHRUB AND GROUND COVER AREAS SHALL BE AMENDED AS RECOMMENDED BY SOIL ANALYSIS REPORT.
 - ALL SEEDDED AREAS SHALL BE STRIPPED OF VEGETATION, SCARIFIED AND RECEIVE 6" OF TOPSOIL PRIOR TO APPLICATION OF SEED.
 - ALL PLANTER BEDS SHALL BE SCARIFIED 12" BELOW FINISHED GRADE AND HAVE 12" OF TOPSOIL ADDED TO BRING BACK TO FINISHED GRADE PRIOR TO PLANTING.
 - CONTRACTOR TO INSTALL 3" LAYER OF BARK MULCH AT ALL TREE, SHRUB, AND GROUND COVER AREAS.
 - LANDSCAPE INSTALLATION SHALL INCLUDE PROVISION OF AN AUTOMATIC IRRIGATION SYSTEM TO SUSTAIN LANDSCAPE PLANTINGS, MEETING LOCAL AND STATE BUILDING CODES.
 - PLANT MATERIAL INSTALLED SHALL CONFORM IN SIZE AND GRADE OT THE "AMERICAN STANDARD FOR NURSERY STOCK" CURRENT EDITION.
 - NOT USED
 - LANDSCAPE CONTRACTOR SHALL WATER PLANTINGS FOR DURATION OF 1-YEAR WARRANTY PERIOD AFTER INSTALLATION AND GUARANTEE ALL PLANTINGS TO BE IN SATISFACTORY HEALTH. LANDSCAPE CONTRACTOR SHALL REPLACE ALL DAMAGED, DEAD, OR DYING PLANTS COVERED BY WARRANTY WITHIN 30 DAYS OF INITIAL IDENTIFICATION OF CONDITION.

DRAWING LEGEND

- (E) CONTOUR TO REMAIN
(N) CONTOUR (MODIFIED EXIST.)
(E) CONTOUR TO BE MODIFIED
(N) LANDSCAPING AREAS

KEYNOTES

- PROPERTY LINE, TYP
- FOOD CARTS, TYP
- REQUIRED LANDSCAPING, TYP
- (N) 6'-0" TALL WOOD WASTE/RECYCLING ENCLOSURE
- (N) CONC SLAB - EXTEND 8'-0" MIN FROM ENCLOSURE GATES - REPLACING (E) CONC SLAB AND ASPHALT
- (E) CANOPY ABOVE
- OUTDOOR SEATING
- (N) STANDARD PARKING STALLS
- (N) VAN ACCESSIBLE PARKING STALL
- (E) CURBCUTS - TO BE EDITED FOR (N) TRAFFIC PATTERN AND BROUGHT TO CURRENT STANDARDS AS REQ'D
- (E) CURBCUT TO REMAIN AND BROUGHT TO CURRENT STANDARDS AS REQ'D
- (E) CURBCUT TO BE REMOVED AND REPLACED BY REQ'D SIDEWALK AND STREET TREES. COORD W/ODOT
- MIN ONE-WAY AND TWO-WAY DRIVELANE WIDTH
- (N) 6' WOOD FENCE TO REPLACE (E)
- (E) WATER METER
- BIKE PARKING RACK

DRAWING REVISIONS

| NO. | DATED | DESCRIPTION |
|-----|------------|-----------------|
| 1 | 01.22.2024 | AGENCY COMMENTS |



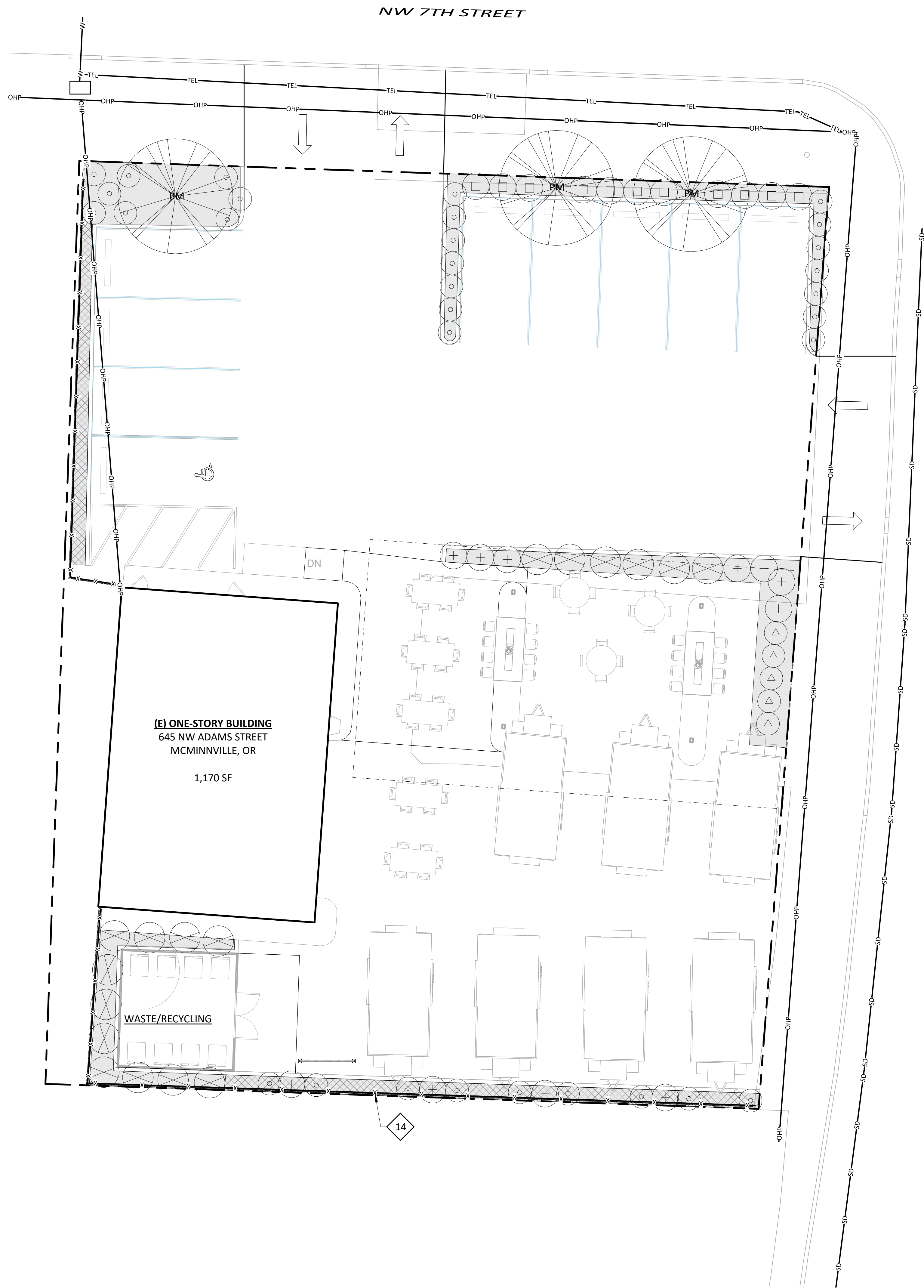
architecture and planning
1001 se sandy blvd, portland or 97214
503.544.7210 erik@emarchitecture.net

SHELL FOOD CARTS
645 NW ADAMS STREET

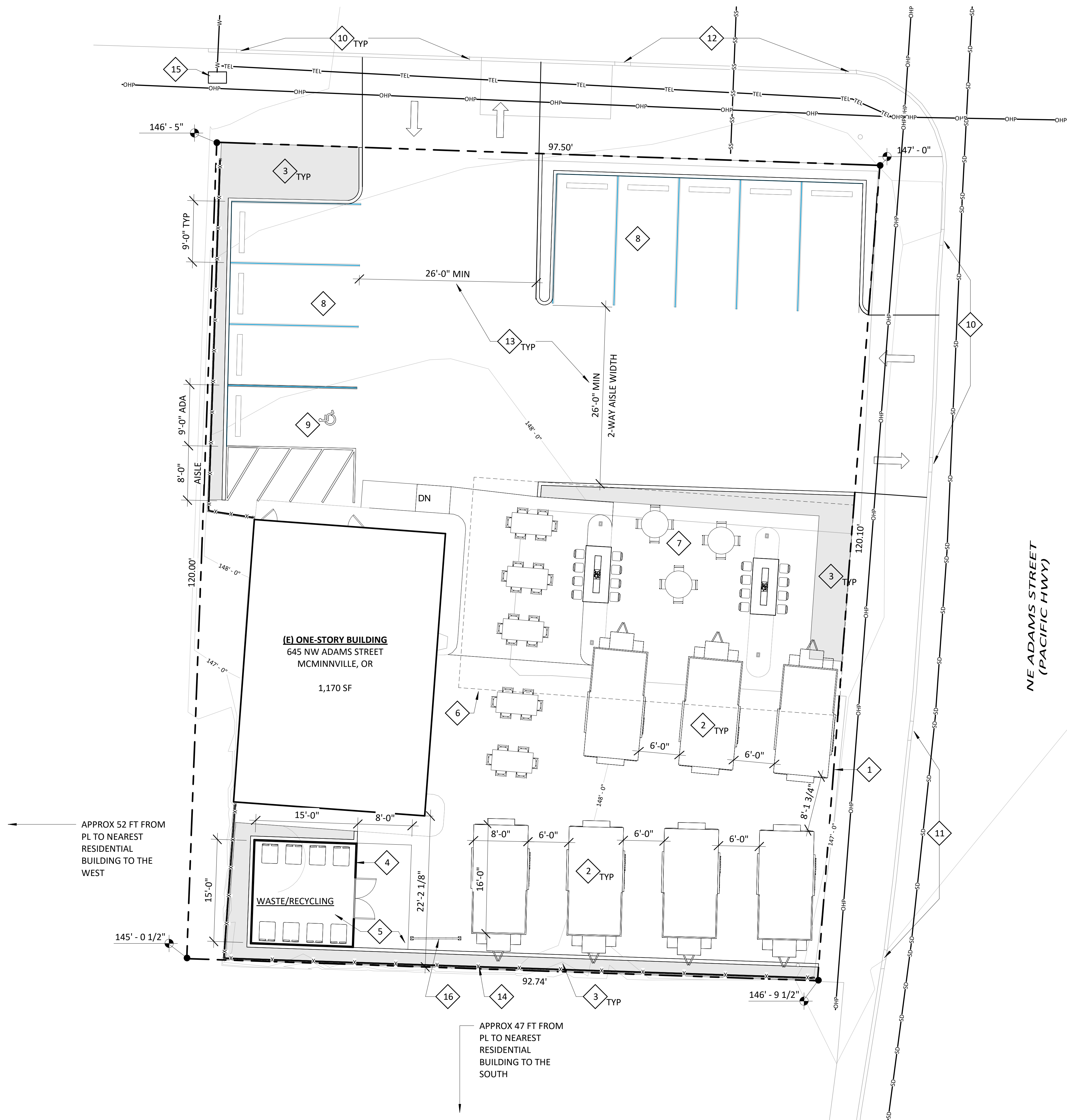
CONTRACT DOCUMENTS
01.03.2024

SITE + LANDSCAPING

A090



2 LANDSCAPING PLAN
1" = 10'-0"



1 SITE PLAN
1" = 10'-0"



architecture and planning

January 22, 2024

Tom Schauer - City of McMinnville, OR
Community Development
231 NE Fifth Street, McMinnville, OR 97218

RE: 645 NW Adams Street – Landscape Plan Review L 1-24

Hello Tom,

Thank you for your review comments for the proposed food cart landscape plan at 645 NW Adams. Following are our responses to your comments:

COMMENTS (COMPLETENESS ITEMS):

1. Plant Materials. Please show the trees and plant materials at their mature size, consistent with the mature sizes indicated in the planting schedule. Please verify no conflicts between mature heights/widths of specified trees and the overhead utilities along the frontages.

RESPONSE: PLANTING PLAN HAS BEEN UPDATED WITH SYMBOLS THAT REPRESENT ACTUAL APPROX SIZES OF THE PROPOSED PLANTINGS. SOME PROPOSED TREES HAVE BEEN REMOVED/MOVED/REPLACED AS NECESSARY TO AVOID OVERHEAD LINES.

2. Planting Schedule and Plan. Plant quantities listed in the planting schedule and shown on the plan need to be consistent with one another.

RESPONSE: PLANTING SCHEDULE HAS BEEN CHECKED FOR ACCURACY TO REPRESENT QUANTITIES SHOWN ON PLAN.

3. Fence. Please indicate the location and limits of the proposed 6-foot tall fence.

RESPONSE: GRAPHICS HAVE BEEN CHANGED TO BETTER SHOW LOCATIONS OF THE PROPOSED FENCE – ALONG THE WEST AND SOUTH SIDES OF THE PROPERTY. IT WILL BE 1:1 REPLACEMENT FOR THE EXISTING FENCE IN DISREPAIR.

4. Solid Waste Enclosure. Please provide details of the solid waste enclosure and screening, consistent with Chapter 17.61, including sections 17.61.030(C), (D), and (E).

RESPONSE: THE WASTE ENCLOSURE HAS BEEN UPDATED TO REFLECT THE REQUIREMENTS OF 17.61, INCLUDING REQ'D PLANTINGS, CONCRETE SLAB, ETC.

em architecture llc

1001 SE Sandy Blvd., Portland, OR 97214 T: 503.544.7210 E: erik@emarchitecture.net

y:\projects\mcminnville - 645 nw adams st food carts\design-production\agencies\code-landuse - mcminnville food carts_agency comments\response\response letter.docx

5. Curbing. Please clarify proposed curbing of landscape areas.

RESPONSE: SEE UPDATED PLANS. CURBING IS SHOWN AROUND LANDSCAPED AREAS ADJACENT TO PARKING/VEHICLE MOVEMENT. THERE ARE NO REQUIREMENTS FOR CURBING IN TITLE 17.

6. General Planting Notes. Regarding keynote 12, approval of plant quantities and spacing will be based on information shown on the plans and not subsequently reduced by a contractor after plan approval. Quantities and spacing need to be determined and shown as part of the application submittal.

RESPONSE: NOTE HAS BEEN REMOVED.

7. Scale. Please provide the correct scale. The plans are not to the 1"=10' scale shown on the plans. Also, please provide a graphic scale so electronic and reduced sized copies for distribution reflect the correct scale.

RESPONSE: WE WERE NOT ABLE TO DUPLICATE THE ERROR OF SCALE. THE 1"=10' SCALE IS CORRECT, BOTH IN OUR PROGRAM, AND IN BLUEBEAM AFTER PUBLICATION. PLEASE CONFIRM THE CORRECT SCALE IN BLUEBEAM WAS BEING USED. A GRAPHIC SCALE HAS BEEN ADDED.

Additional Items (not required for application completeness):

1. ODOT has a project to upgrade curb, gutter, and sidewalk at intersections to ADA standards, and that should be coordinated with ODOT.

RESPONSE: NOTED, HOWEVER WE HAVE QUESTIONS OF OUR OWN ABOUT THIS. WILL THE SIDEWALK IMPROVEMENTS FALL UNDER THE PERVIEW OF THE PROPERTY OWNER, OR BE ODOT'S PROJECT? WILL WE BE REQUIRED TO REPRESENT THE IMPROVEMENTS ON OUR PLANS?

2. Unused curb cuts will need to be removed and replaced with sidewalk. As part of the landscape plan review, it is possible that a street tree and tree well will be required in the vicinity of Keynote 12. Since there are overhead utilities, it would need to be selected from the street tree list for trees which are specified as suitable for planting under overhead utilities.

RESPONSE: WE UNDERSTAND THE CURBCUT WILL NEED TO BE REMOVED. WE'LL NEED CLARITY AGAIN ON #1 ON HOW MUCH OF THE IMPROVEMENT IS THE RESPONSIBILITY OF THE PROPERTY OWNER VS ODOT.

3. The curb cut at keynote 11 will need to be reviewed and may need to be brought up to PROWAG standards if it is to remain. It appears the curb cut at this location is proposed to allow food trucks to be moved on and off site.

RESPONSE: YOU ARE CORRECT THAT THE SOUTHEAST CURBCUT IS PROPOSED TO REMAIN FOR FOOD CART ACCESS. NOTED THAT IT MAY NEED TO BE BROUGHT UP TO PROWAG STANDARDS. IS THIS EAST FRONTAGE ALSO AFFECTED BY ODOT IMPROVEMENTS?

4. At the time of building permits, there may be requirements from other departments and agencies to be addressed. Will proposed landscaping affect site drainage? Has site access been reviewed by the Fire District? Parking calculations will be calculated based on the square footage of the permanent building and the exterior seating provided based on the provisions of Chapter 17.60 of the Zoning Ordinance. Reductions may also be authorized if bicycle parking is provided as specified in that Chapter.

RESPONSE: NOTED. PROPERTY OWNER HAS CONDUCTED PRE-APP THAT ADDRESSED MANY OF THESE AND

WE ARE AWARE. THANK YOU.

Please let us know if you have any questions or comments. We look forward to completing the permit review + approval process with you on this TI project!

Warm Regards,



Erik Matthews AIA, Owner



City of McMinnville

ENGINEERING

M E M O R A N D U M

DATE: February 13, 2024

TO: Heather Richards, Planning Director
Tom Schauer, Senior Planner

FROM: Matt Bernards, Engineering Technician

SUBJECT: L 1-24 (Food Cart Pod)

Suggested Conditions of Approval

- ADA Sidewalk and Driveway Standards are now being applied to all new construction and remodels. These standards are intended to meet the current ADA Standards as shown in the "PROWAG" Design Guidelines. The standards can be found at the following webpage: <https://www.access-board.gov/files/prowag/PROW-SUP-SNPRM-2013.pdf> prior to final occupancy, the applicant shall construct new driveways and sidewalks in the right-of way that conform to these standards.
- That final development plans for the subject site include a detailed storm drainage plan which incorporates the requirements of City's Storm Drainage Master Plan. This plan must be submitted to, and approved by, the City Engineering Department prior to issuance of any development permits. Any utility easements needed to comply with the approved plan must be reflected on the final plat. If the final storm drainage plan incorporates the use of collection systems and easements, such must be private, rather than public, and private maintenance agreements must be approved by the City for them.
- The final development plans for the subject site include a detailed sanitary sewerage collection plan which incorporates the requirements of City's Collection Systems Facilities Plan. This plan must be submitted to, and approved by, the City Engineering Department prior to issuance of any development permits. Any utility easements needed to comply with the structures located within the subject site are required to connect to the sanitary sewer systems as soon as service is available.
- The sidewalk width on 7th Street and Adams Street should be 5 feet.

- If final approved civil plans conflict with previously approved landscape and irrigation plans, the landscape and irrigation plans will need to be revised to reflect final civil design.
- Any landscape and irrigation required for any stormwater detention facilities will be reviewed with the civil engineering design submittal.
- Provide the City with approved ODOT permits for Adams Street frontage Improvements.
- For any private sanitary sewer to remain the applicant shall evaluate the existing sanitary sewer system onsite for defects that allow inflow and infiltration (I&I) of rain water into the sanitary sewer system. The City has an aggressive I&I program that specifically targets aging sewer infrastructure. Prior to the issuance of a building permit, sewer to remain will be video inspected and any defects found in the sewer infrastructure, will be repaired or replaced. Contact the City Engineering Department for further information and assistance.

EXHIBIT 4 - STAFF REPORT

DATE: February 21, 2023
TO: Landscape Review Committee Members
FROM: Taylor Graybehl, Senior Planner
SUBJECT: Landscape Plan Review Application (L 2-24)

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

OBJECTIVE/S: Strategically plan for short and long-term growth and development that will create enduring value for the community

Report in Brief:

This proceeding is a review by the Landscape Review Committee of a Landscape Plan Review application for proposed landscaping on property located at 2727 NE Orchard Avenue, Tax Lot R4415 02800, within the M-2 (General Industrial) Zone. Staff has reviewed the application for consistency with the applicable criteria, and recommends approval of the application, subject to the conditions specified in the attached Decision Document.

Discussion:

Subject Property and Plan

Please refer to the Decision Document for vicinity maps, proposed plan, and background information.

Summary of Criteria & Issues

Decisions and/or recommendations for approval of the land use application are dependent upon whether the application meets state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code (MMC). The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria.

McMinnville Municipal Code (MMC)

As required in 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.

Attachments:

Attachment A – Decision, Conditions, Findings of Fact and Conclusionary Findings For L 2-24

2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.
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.
4. The development and use of islands and plantings therein to break up parking areas.
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.
6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

The proposal also includes frontage improvements including a sidewalk and a planter area with street trees. Therefore, the landscape plan also includes a street tree plan as provided in Section 17.58.100 of the Zoning Ordinance, to be consistent with the street tree standards in Chapter 17.58 of the Zoning Ordinance. The review also addresses landscaping and screening requirements of other applicable Chapters of the Zoning Ordinance.

Attachments

1. Decision Document with Attached Application

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:

BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, I MOVE THAT THE LANDSCAPE REVIEW COMMITTEE APPROVE THE DECISION DOCUMENT AND APPROVE THE LANDSCAPE PLAN REVIEW APPLICATION L 2-24 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT

Attachments:

Attachment A – Decision, Conditions, Findings of Fact and Conclusionary Findings for L 2-24



CITY OF MCMINNVILLE
COMMUNITY DEVELOPMENT
 231 NE FIFTH STREET
 MCMINNVILLE, OR 97128
 503-434-7311
www.mcminnvilleoregon.gov

DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN REVIEW FOR PROPERTY AT 2727 NE ORCHARD AVENUE

| | |
|---|---|
| DOCKET: | L 2-24 (Landscape Plan Review) |
| REQUEST: | Approval of a Landscape Plan Review for property at 2727 NE Orchard Avenue |
| LOCATION: | 2727 NE Orchard Avenue , Tax Lot R4415 02800 |
| ZONING/Overlay: | M-2 (General Industrial) |
| APPLICANT: | Joe Zody on behalf of Zody Architecture, LLC |
| STAFF: | Taylor Graybehl, Senior Planner |
| DATE DEEMED COMPLETE: | February 6, 2024 |
| DECISION-MAKING BODY & ACTION: | McMinnville Landscape Review Committee makes a recommendation of approval or denial to the Planning Director. |
| MEETING DATE & LOCATION: | February 21, 2024, McMinnville Community Development Center, 231 NE 5 th Street, and via Zoom online meeting |
| PROCEDURE: | Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance. |
| CRITERIA: | The applicable criteria are specified in Section 17.57.070 (Area Determination – Planning factors) of the McMinnville Zoning Ordinance, McMinnville City Code. |
| APPEAL: | The decision may be appealed within 15 days of the date the decision is mailed as specified in Section 17.57.170 of the McMinnville Zoning Ordinance. |
| COMMENTS: | This matter was referred to the following public agencies for comment: McMinnville Public Works, McMinnville Engineering, and McMinnville Water and Light. Their comments are provided in this document. No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department. |

Based on the findings and conclusionary findings, the Landscape Review Committee finds the applicable criteria are satisfied with conditions and recommends **APPROVAL** of the Landscape Plan (L 2-24) **subject to the conditions of approval provided in Section II of this document.**

Planning Staff: _____ Date: _____
Taylor Graybehl, Senior Planner

Attachments :
Attachment 1 – Application and Attachments
Attachment 2 – McMinnville Water and Light Comments

I. APPLICATION SUMMARY:

Subject Property & Request

The subject site is located at 2727 NE Orchard Avenue, Tax Lot R4415 02800. **See Figure 1 (Vicinity Map).** The property is zoned M-2 (General Industrial) **See Figure 2 (Zoning Map).**

The subject site is currently developed with a primary structure, chain fence with barbed wire, gravel area previously used for outdoor storage, paved parking areas, grass, shrubs, and trees. **See Figure 3 (Aerial Photo) and Figure 4 (Street View).** A sewer main and easement transect the site from the southwest corner to the northeast. The street frontage is partially improved with a drainage ditch with no sidewalk or street trees. The applicant will be conditioned to provide a curb tight sidewalk with a planting area behind within the right-of-way as part of the building permit application. The planting area is appropriate for the planting of street trees and is subject to street tree standards.

The applicant has proposed to change the use type to manufacturing for the production of Alum. The current property owner has applied for a building permit for an interior remodel, placement of new holding and mixing tanks, eight (8) parking spaces, and the expansion of vehicular areas for truck traffic. The applicant has indicated the future improvement of the site to include a rail spur and pneumatic product delivery system. The railway spur will be reviewed at time of application and if applicable, brought before the Landscape Committee.

The applicant has indicated they will protect existing lawn areas and retain eight (8) trees and proposes a new lawn area with irrigation and to place six new (6) trees along the right-of-way within the planter area. **See Figure 5 (Landscape Plan).**

The site plan and landscape plan show an overhead wire transecting the planting area along NE Orchard Avenue. There is potential for conflicts between the overhead wire and proposed street trees. The applicant is required to provide adequate spacing from the overhead wire and utility pole or select the appropriate street for under overhead wires.

Staff recommends approval of the landscape plan with revisions/conditions to change the trees proposed under the overhead wire to meet distancing requirements or select from those permitted on the McMinnville Street Tree List, move the location of street trees to avoid conflict with existing utilities, update landscape plans to include additional information, provide an end island with tree at both ends of the parking spaces, and modify the trash enclosure to comply with City standards.

Attachments :

Attachment 1 – Application and Attachments

Attachment 2 – McMinnville Water and Light Comments

Figure 1: Aerial Photo/Vicinity Map



Figure 1 Subject site (2727 NE Orchard Avenue) highlighted in blue.

Attachments :

Attachment 1 – Application and Attachments

Attachment 2 – McMinnville Water and Light Comments

Figure 2: Zoning Map

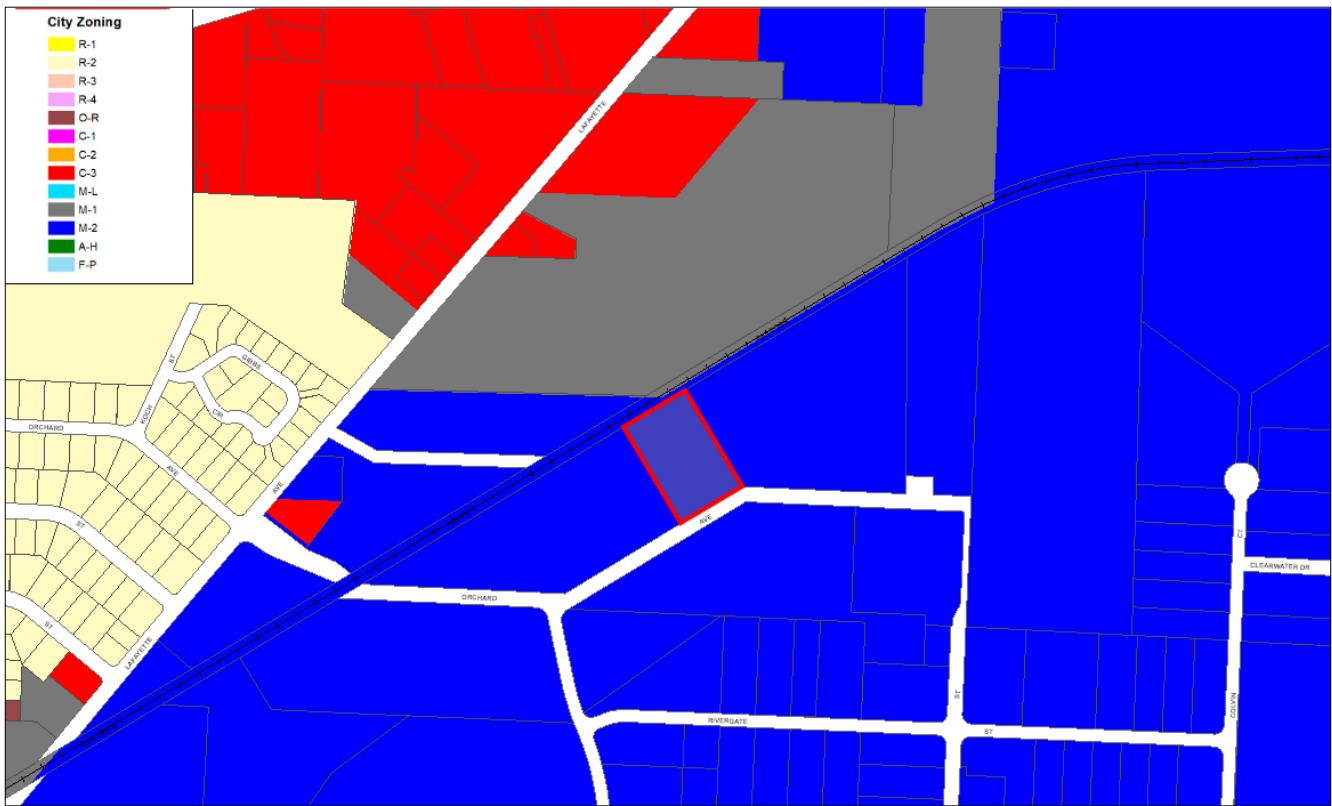


Figure 2 Subject site (2727 NE Orchard Avenue) outlined in red.

Figure 3: Aerial Photo



Figure 3 Subject site (2727 NE Orchard Avenue) identified with pin.

Attachments :

Attachment 1 – Application and Attachments

Attachment 2 – McMinnville Water and Light Comments

Figure 4. Street View from NE Orchard Avenue



Looking northeast from NE Orchard Avenue



Looking northwest from NE Orchard Avenue

Attachments :

Attachment 1 – Application and Attachments

Attachment 2 – McMinnville Water and Light Comments

Figure 5. Landscape Plan (cont. to next page)

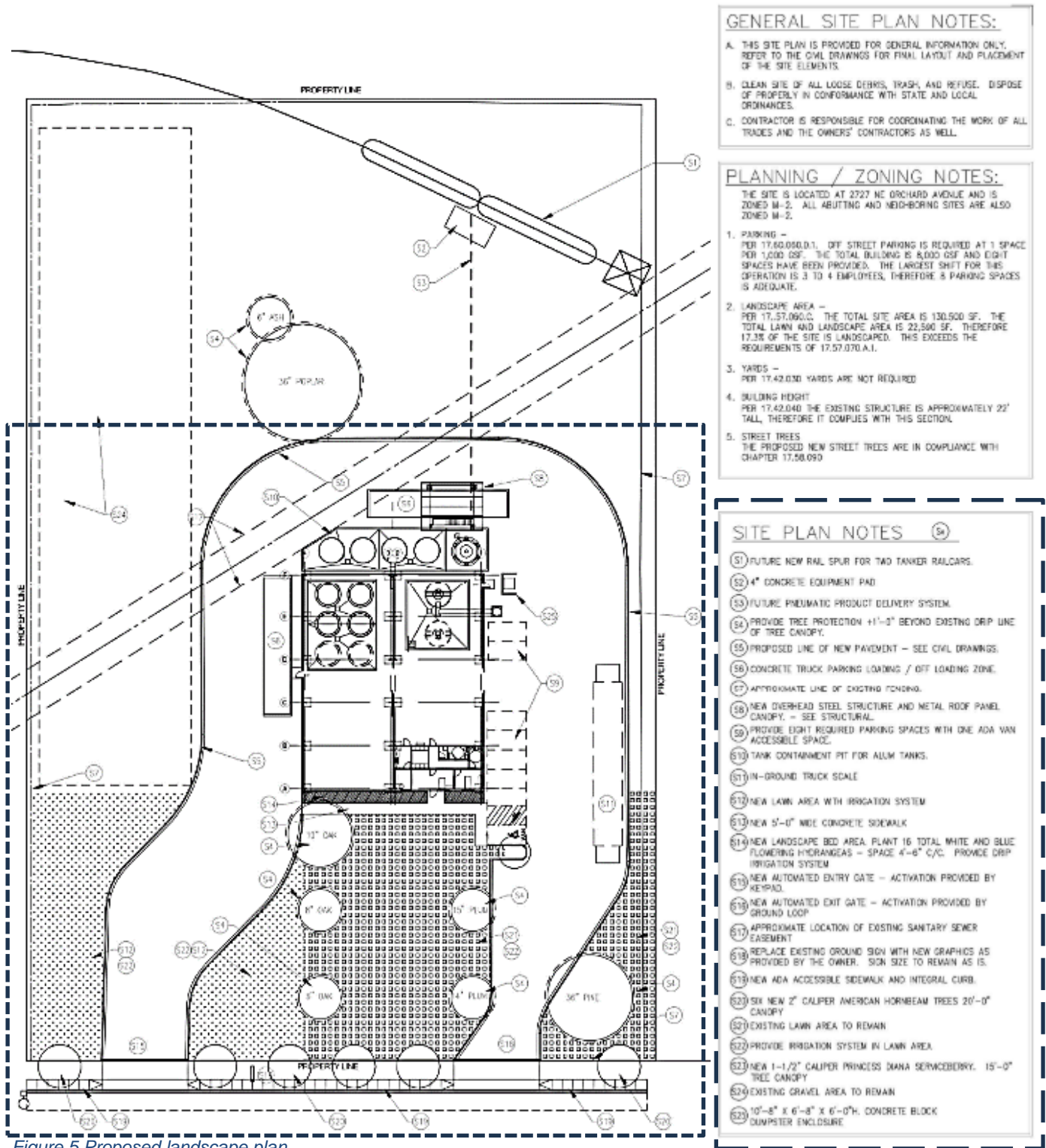


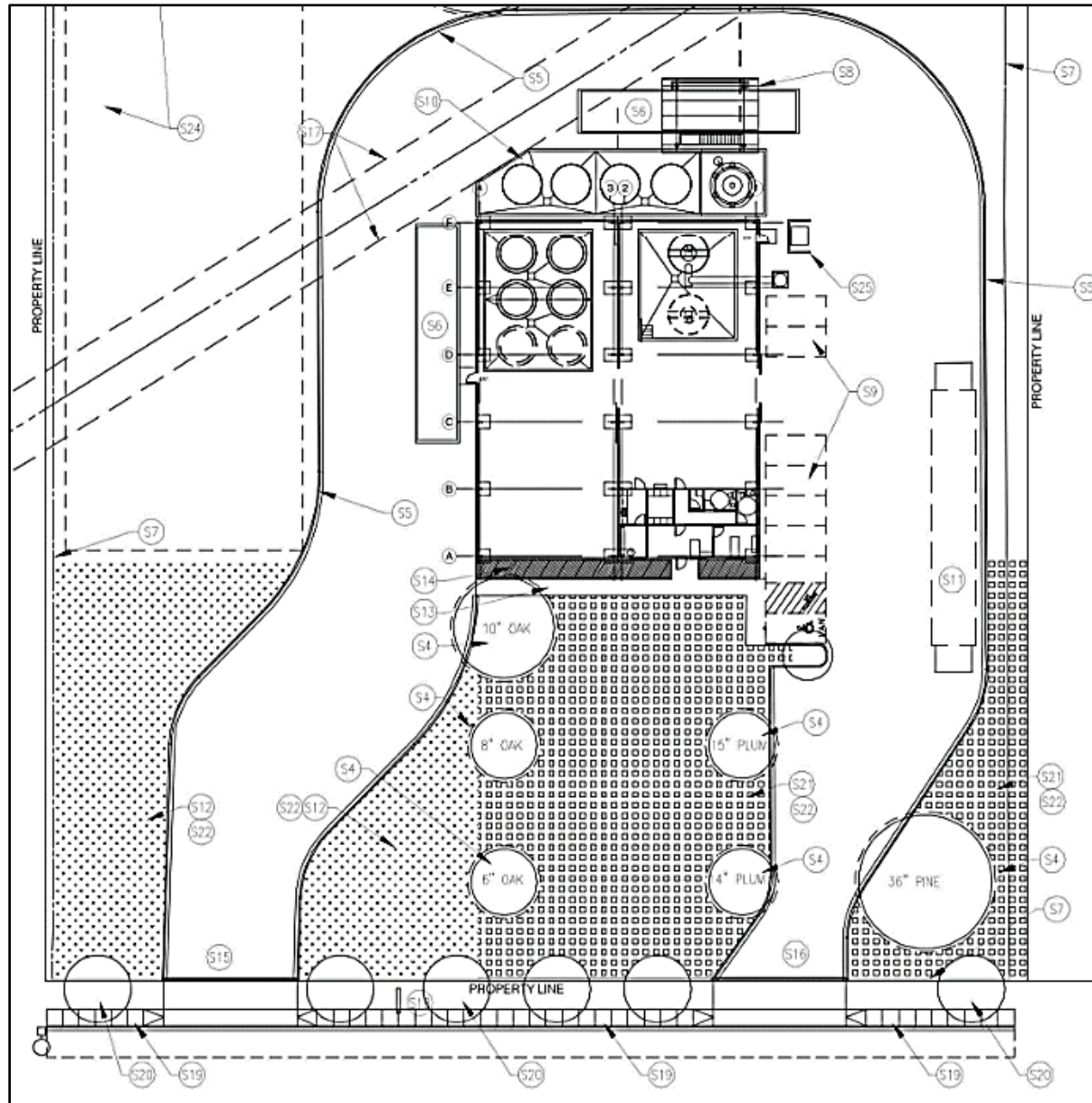
Figure 5 Proposed landscape plan.

Attachments :

Attachment 1 – Application and Attachments

Attachment 2 – McMinnville Water and Light Comments

Figure 5. Landscape Plan (cont.)



SITE PLAN NOTES (Sx)

- (S1) FUTURE NEW RAIL SPUR FOR TWO TANKER RAILCARS.
- (S2) 4" CONCRETE EQUIPMENT PAD
- (S3) FUTURE PNEUMATIC PRODUCT DELIVERY SYSTEM.
- (S4) PROVIDE TREE PROTECTION +1'-0" BEYOND EXISTING DRIP LINE OF TREE CANOPY.
- (S5) PROPOSED LINE OF NEW PAVEMENT – SEE CIVIL DRAWINGS.
- (S6) CONCRETE TRUCK PARKING LOADING / OFF LOADING ZONE.
- (S7) APPROXIMATE LINE OF EXISTING FENCING.
- (S8) NEW OVERHEAD STEEL STRUCTURE AND METAL ROOF PANEL CANOPY, – SEE STRUCTURAL.
- (S9) PROVIDE EIGHT REQUIRED PARKING SPACES WITH ONE ADA VAN ACCESSIBLE SPACE.
- (S10) TANK CONTAINMENT PIT FOR ALUM TANKS.
- (S11) IN-GROUND TRUCK SCALE
- (S12) NEW LAWN AREA WITH IRRIGATION SYSTEM
- (S13) NEW 5'-0" WIDE CONCRETE SIDEWALK
- (S14) NEW LANDSCAPE BED AREA. PLANT 16 TOTAL WHITE AND BLUE FLOWERING HYDRANGEAS – SPACE 4'-6" C/C. PROVIDE DRIP IRRIGATION SYSTEM
- (S15) NEW AUTOMATED ENTRY GATE – ACTIVATION PROVIDED BY KEYPAD.
- (S16) NEW AUTOMATED EXIT GATE – ACTIVATION PROVIDED BY GROUND LOOP
- (S17) APPROXIMATE LOCATION OF EXISTING SANITARY SEWER EASEMENT
- (S18) REPLACE EXISTING GROUND SIGN WITH NEW GRAPHICS AS PROVIDED BY THE OWNER. SIGN SIZE TO REMAIN AS IS.
- (S19) NEW ADA ACCESSIBLE SIDEWALK AND INTEGRAL CURB.
- (S20) SIX NEW 2" CALIPER AMERICAN HORNBEAM TREES 20'-0" CANOPY
- (S21) EXISTING LAWN AREA TO REMAIN
- (S22) PROVIDE IRRIGATION SYSTEM IN LAWN AREA
- (S23) NEW 1-1/2" CALIPER PRINCESS DIANA SERVICEBERRY. 15'-0" TREE CANOPY
- (S24) EXISTING GRAVEL AREA TO REMAIN
- (S25) 10'-8" X 6'-8" X 6'-0"H. CONCRETE BLOCK DUMPSTER ENCLOSURE

Figure 54 Proposed landscape plan selection.

Summary of Criteria

Decisions and/or recommendations for approval of the land use application are dependent upon whether the application meets state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code (MMC). The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria.

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

II. CONDITIONS:

Landscaping

1. The applicant shall submit a revised landscape plan, in compliance with Section 17.57.060, to the Planning Department for review and approval, incorporating applicable revisions described in conditions below.
 - a. The location in which new plantings will be made and the variety (common or botanical name), and size of all new trees, shrubs, groundcover and lawns per Section 17.57.060(B); to include:
 - i. The proposed planting located within the landscaped end island.
 - ii. Any new plantings or alterations to proposed landscape plans.
 - b. The location of watering facilities or irrigation systems, or construction notes on the landscape plan detailing the type of watering facilities or irrigation systems that will be installed as required per Section 17.57.060(F) to include:
 - i. The proposed landscaped end island and any additionally required landscaped areas.
 - c. Identify fire hydrants, utility poles, overhead wires, sewer, storm sewer or water lines, and streetlights per Section 17.57.060(G).
 - d. Identify any proposed exterior lighting and method of shielding/downcast lighting per Section 17.57.060(G).
2. Required alterations to the landscape plan shall maintain the minimum landscaping area requirement of at least seven percent of the gross area for industrial uses as defined in Section 17.57.070(A)(1).
3. The applicant shall submit a revised landscape plan indicating a landscape island, with a tree, at the northern and southern edge of the parking spaces to break up parking areas as required per Section 17.57.070(B)(4).
4. Trees within the parking area shall not be prohibited tree: poplar, willow, fruit, nut, birch, conifer, and ailanthus as described in Section 17.57.070(B)(5).
5. The applicant shall submit a revised landscape plan, in compliance with Section 17.58.100, to the Planning Department for review and approval, incorporating applicable revisions described in conditions below.
 - a. Indicate the location, species, and size (caliper and height) of street trees to be planted per Section 17.58.100(B)(4).
 - b. Indicate the location of proposed and existing utilities and driveways per Section 17.58.100(B)(5).

- c. Indicate the location of rights-of-way, existing structures, driveways, and existing trees including their species, size, and condition, within twenty feet of the subject site per Section 17.58.100(B)(6).
6. Street trees shall be selected from the McMinnville Street Tree List with trees suitable for planting under overhead utilities where conflict with overhead wires occurs as defined in Section 17.58.090(A). Or the applicant shall revise plans to indicate sufficient spacing from overhead utilities as defined in Section 17.58.090(E).
7. All street trees shall comply with minimum standards detailed in Section 17.58.090(B) to include 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.
8. Street trees shall meet minimum spacing requirements as defined in Section 17.58.090(C).
9. Street trees shall be placed at least four (4) feet from the back edge of the sidewalk per Section 17.58.090(D).
10. Street trees are to be planted with spacing requirements as defined in Section 17.58.090(E). Street 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.
11. The applicant shall submit revised plans including sufficient information to determine if standards within Section 17.61.030, including:
 - a. Location, size, and height of the proposed solid waste enclosure
 - b. Height of proposed storage bins
 - c. Construction materials
 - d. Required landscape screening
 - e. Minimum storage size requirement as determined by the collection agency
 - f. Details demonstrating the height of the enclosure is six (6) inches higher than the top of the tallest container.
12. The solid waste enclosure shall be located at least two (2) feet from the existing or proposed structure in accordance with Section 17.61.030(A).
13. The solid waste enclosure shall provide minimum design requirements as provided in Section 17.61.030 and provide a concrete holding pad which extends at least eight feet (8) beyond the gate in compliance with Section 17.61.030(E), and also (F), and (G):
 - a. The applicant shall provide a gate to screen containers within the solid waste enclosure that is to remain closed at all times except at times of service as required per Section 17.61.030(F).
 - b. The applicant shall submit revised plans which indicate a “No Parking” sign visibly placed on the gates of the enclosure and parking shall be prohibited in front of the enclosure per Section 17.61.030(G).

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14. If the solid waste enclosure is visible from the street, the applicant shall provide landscaping around three (3) sides of the solid waste enclosure with landscaping in compliance with Section 17.61.030(C).
15. Minor changes in the landscape plan are allowed, as determined by the Planning Director or their designee, as long as they do not alter the character and aesthetics of the original plan as defined in Section 17.58.050(E).
16. Once approved, the applicant shall install landscaping as shown on the revised and approved landscape plans addressing the items above. Landscaping shall be installed prior to final inspection for the building permit, or the applicant shall provide financial surety as specified in Section 17.58.050(D), and landscaping shall be completed no later than six (6) months from final inspection.
17. Street trees shall be installed at time all other required landscaping per Section 17.58.110(B)(1).
18. 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. With trees planted behind sidewalk, the barrier shall be placed on the public sidewalk side 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.
19. 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.
20. 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.
21. Landscaping shall be maintained per standards established in Section 17.57.070(C). All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement. Minor changes in the landscape plan, such as like-for-like replacement of plants, shall be allowed, as long as they do not alter the character and aesthetics of the original plan. It shall be the Planning Director's decision as to what constitutes a major or minor change. Major changes to the landscape plan shall be reviewed and approved by the Landscape Review Committee.
22. Street trees shall be maintained per standards established in Section 17.58.120.
 - A. 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, or as may be required by the City.
 - B. Street tree plans, or landscape plans including street trees, shall be maintained in perpetuity. In the event that a street tree must be replaced, the adjacent property owner or developer shall plant a replacement tree of a species from the approved street tree or landscape plan.

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C. Maintenance of street trees, other than those located in the Downtown Tree Zone shall be the continuing obligation of the abutting property owner.

D. Street trees, as they grow, shall be pruned to provide at least eight (8) feet of clearance above sidewalks and thirteen (13) feet above local streets.

23. If on-site lighting is proposed, the applicant shall revise plans to show the location and type of lighting. Lighting of parking and landscaped areas shall be directed into or on the site and away from property lines. Building accent lighting shall be directed and/or shielded to place light on the intended target, and not result in skyward glare.
24. Signs are not reviewed as part of this application; the applicant shall submit a sign permit in compliance with Chapter 17.62 for the proposed alteration of the ground sign along NE Orchard Avenue or any other signs to be proposed.
25. The fence noted within the right-of-way was not reviewed as part of this application; additional comments may be provided as part of the building permit application.

III. ATTACHMENTS:

1. L 2-24 Application and Attachments (on file with the Planning Department)
2. McMinnville Water and Light

IV. COMMENTS:

Agency Comments

This matter was referred to the following public agencies for comment: McMinnville Public Works, McMinnville Engineering, and McMinnville Water and Light.

Comments may still be received through February 20, 2024 and will be provided to the Committee before or at the meeting. The following comments were received:

City of McMinnville Public Works:

No comments received as of February 16, 2024

McMinnville Water and Light

MW&L has the following comments: Water: This project will include a future fire vault and premises isolation backflow protection. Landscaping will need to meet required clearances around these new and existing water facilities. See spec details; FH-CLR, VAULTCLEAR, VR & WMCLEAR. Details are attached.

McMinnville Engineering

No comments received as of February 16, 2024

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.

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V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. The application was submitted on January 22, 2024.
2. The application was deemed complete on February 6, 2024. Based on that date, the application is subject to a 30-day review timeframe.
3. Notice of the application was referred to the following public agencies for comment on February 6, 2024 McMinnville Public Works, McMinnville Engineering, and McMinnville Water and Light. Comments received from public agencies are addressed in the Decision Document.
4. No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the public meeting.
5. A public meeting was held by the Landscape Review Committee on February 21, 2024, to review the application and proposed landscape plan.

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** 2727 NE Orchard Avenue, Tax Lot R4415 02800
2. **Size:** The lot is approximately 3.0 acres
3. **Comprehensive Plan Map Designation:** Industrial
4. **Zoning:** M-2 (General Industrial)
5. **Overlay Zones/Special Districts:** Airport Overlay Zone Conical Zone.
6. **Current Use:** Developed and being converted to a manufacturing use
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** None
 - b. **Other:** None
8. **Other Features:** There are no identified significant or distinguishing natural features associated with this portion of the property. The applicant should contact DSL regarding any potential wetlands on the north side of the property.
9. **Utilities:** Utilities are available to the site. Overhead utilities are present within NE Orchard Avenue. Overhead utilities run along the south side of the street with overhead services across the street and to the building.
10. **Transportation:** The property is accessed from two (2) driveways from NE Orchard Avenue. NE Orchard Avenue is a local street. The property abuts the railroad right-of-way to the north.

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.

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Comprehensive Plan Volume II:

The following Goals, Policies, and Proposals from Volume II of the Comprehensive Plan provide criteria applicable to this request:

The implementation of most goals, policies, and proposals as they apply to this application are accomplished through the provisions, procedures, and standards in the city codes and master plans, which are sufficient to adequately address applicable goals, policies, and proposals as they apply to this application.

The following additional findings are made relating to specific Goals and Policies:

GOAL X 1: *TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMinnville.*

Policy 188.00: The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville Landscape Review Committee review of the request and recommendation at an advertised public meeting. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

McMinnville Zoning Ordinance

The following Sections of the McMinnville Zoning Ordinance 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.*

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7. *Provide visual screens and buffers that mitigate the impact of conflicting land uses to preserve the appearance, character and value of existing neighborhoods.*
8. *Provide shade, and seasonal color.*
9. *Reduce glare, noise and heat.*
- B. *Promote compatibility between land uses by reducing the visual noise and lighting impacts of specific developments on users of the site and abutting properties.*
- C. *Unify development and enhance and define public and private places.*
- D. *Preserve existing mature trees.*
- E. *Enhance the urban forest and tree canopy.*
- F. *Encourage the use of plants native to the Willamette Valley to the maximum extent feasible, in order to reduce watering requirements and agricultural chemical applications, and to provide a sense of regional identity with plant communities unique to the area.*
- G. *Establish and enhance a pleasant visual character and structure to the built environment that is sensitive to safety and aesthetic issues.*
- H. *Support McMinnville as a community that cares about its appearance.*

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

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. Subject to conditions of approval detailed below, the proposed landscape plan is consistent with the purpose of this chapter.

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

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

APPLICANT'S RESPONSE: None.

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FINDING: SATISFIED/APPLICABLE. 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:*

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

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The applicant has proposed 22,590 square feet of lawn and landscaped area calculated at seventeen percent (17%) of the site landscaped. The applicant has exceeded the minimum seven percent (7%) requirement.

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

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

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The subject site is zoned as M-2 (General Industrial) with sites zoned as M-2 (General Industrial) to the west, south, and east. To the north, is a railway with M-1 (Light Industrial) past. The surrounding area is composed of commercial and industrial uses, including outdoor storage. The proposed use is compatible with the surrounding uses. The proposed landscaping with street trees planted along NE Orchard Avenue will provide for compatibility with surrounding and abutting properties.

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

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The subject site is currently enclosed within a six-foot (6”) chain link fence with barbed wire and there are no existing plantings along the property line. As discussed in item 17.57.070(B)(1) above, the subject site is in an industrial area surrounded by commercial and industrial uses. The M-2 (General Industrial) zone does not require screening and the subject site does not have landscape screening requirements per Chapter 17.60 Off-Street Parking and Loading. The landscape plan complies with screening requirements.

17.57.070(B)(3). *The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.*

APPLICANT’S RESPONSE: None.

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FINDING: SATISFIED WITH CONDITIONS. The applicant has proposed to retain eight (8) trees located on site. There appears to be additional trees, shrubs, and grasses along the northern portion of the site, the area is not identified as a wetland per the Oregon Department of State Lands Statewide Wetlands Inventory. The identified trees do not exceed six inches in diameter and are not required to be identified. As proposed, existing trees on site will have a watering area greater than one-half the crown area.

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The applicant has indicated the provision of eight (8) parking spaces along the eastern portion of the existing building. One end island is proposed at the southern side of the parking spaces. A tree or shrub appears to be located within the end island, but it is not identified on the plans. It is recommended the applicant provides a landscape island at the northern end of the parking spaces to provide parking lot landscaping in compliance with Section 17.57.010(A)(4).

The applicant shall submit a revised landscape plan, in compliance with Section 17.57.060, to the Planning Department for review and approval, incorporating applicable revisions described in conditions below.

- a. The location in which new plantings will be made and the variety (common or botanical name), and size of all new trees, shrubs, groundcover and lawns per Section 17.57.060(B); to include:
 - i. The proposed planting located within the landscaped end island which is not identified on the plans.
 - ii. Any new plantings or alterations to proposed landscape plans.
- b. Indicate a landscape island, with a tree, at the northern and southern edge of the parking spaces to break up parking areas as required per Section 17.57.070(B)(4).

17.57.070(B)(5). *The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The applicant has proposed the planting of six (6) 2" caliper American Hornbeam Trees along NE Orchard Avenue. It appears the center trees may be proposed under an overhead wire. The applicant shall revise the plan to select trees appropriate for under wires from the McMinnville Street Tree List¹. Parking lot trees shall not be selected from a species prohibited by Section 17.57.070(B)(5).

As a condition of approval, trees within the parking area shall not be prohibited tree: poplar, willow, fruit, nut, birch, conifer, and ailanthus as described in Section 17.57.070(B)(5).

¹https://www.mcminnvilleoregon.gov/sites/default/files/fileattachments/planning/page/133/mcminnville_street_tree_list_combined.pdf

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The landscape plans indicated new lawn areas and existing lawn areas will be irrigated. However, it is not clear how the landscaped end island will be irrigated. In addition, a landscaped end island at the northern end of the parking area would require irrigation as well.

As a condition of approval, the landscape plan shall be revised to indicate the location of watering facilities or irrigation systems, or construction notes on the landscape plan detailing the type of watering facilities or irrigation systems that will be installed as required per Section 17.57.060(F) to include:

- i. The proposed landscaped end island and any additionally required landscaped areas.

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. This is a requirement of the Zoning Ordinance and has also been incorporated as a condition of approval.

Chapter 17.58. Trees

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The applicant has proposed six (6) street trees behind a curb tight sidewalk within a planting area within the right-of-way along NE Orchard Avenue. The curb tight sidewalk with planting area will be required as part of the associated building permit. The applicant shall revise plans to include appropriate trees within the proposed planter area with either the selection of new tree species for those which are placed under wires or by relocating trees based on proximity to fire hydrants, utility poles, sanitary sewer, storm sewer, water lines, streetlights, and private driveways.

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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APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The proposed development will be required to improve NE Orchard Avenue as part of an associated building permit to include a curb tight sidewalk and a planter area. Existing overhead wire transects the planter area. The applicant shall select trees appropriate from the McMinnville Street Tree list, provide sufficient buffering from utilities, and meet minimum requirements in Section 17.58.090.

17.58.090 Street Tree Standards.

17.58.090(A). *The species of the street trees to be planted shall be chosen from the McMinnville Street Tree List, as approved by Resolution 2016-22, unless approval of another species is given by the McMinnville Landscape Review Committee. The Landscape Review Committee may periodically update the McMinnville Street Tree List as necessary to reflect current arborist practices and industry standards.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The applicant has indicated six (6) American Hornbeam Trees to be planted within the planter area. It appears that a portion of the trees are proposed below overhead power lines. The American Hornbeam Tree is not identified as appropriate below an overhead power line. Street trees to be located below overhead powerlines shall be selected from those deemed appropriate in the McMinnville Street Tree List.

As a condition of approval, the applicant shall modify the landscape plan to select street tree lists appropriate for planting under overhead utilities or provide appropriate spacing from the overhead utilities as defined in Section 17.58.090(E).

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The applicant is required to install street trees as part of the proposed project. As a condition of approval, all street trees shall be installed in compliance with Section 17.58.090(B).

17.58.090(C). *Small or narrow stature trees (under 25 feet tall and less than 16 feet wide branching) should be spaced no greater than 20 feet apart; medium sized trees (25 feet to 40 feet tall, 16 feet to 35 feet wide branching) should be spaced no greater than 30 feet apart; and large trees (over 40 feet tall and more than 35 feet wide branching) should be spaced no greater than 40 feet apart. Within residential developments, street trees should be evenly spaced, with variations to the spacing permitted as approved by the City for specific site limitations and safety purposes. [...]*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. American Hornbeam Trees are identified as medium sized trees within the McMinnville Street Tree list. At maximum, medium sized trees shall be at most thirty feet apart measured from the center point. As proposed, there appears to be over thirty

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feet between the center point of the two west most trees between the two access points. The applicant shall revise plans to comply with spacing requirements.

As a condition of approval, the applicant shall revise plans to comply with minimum spacing requirements as defined in Section 17.58.090(C).

17.58.090(D). *When located adjacent to a local residential street or minor collector street, street trees shall be planted within a curbside landscape strip measuring a minimum of three (3) feet in width. Street trees adjacent to major collector streets or arterial streets shall be placed a minimum of four (4) feet from the back edge of the sidewalk. In no case shall a tree be planted closer than two and one-half (2 1/2) feet from the face of a curb.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The applicant will be required to improve their right-of-way frontage as part of an associated building permit. Due to surrounding conditions, the applicant will be required to install a curb tight sidewalk with a planter area behind, all within the right-of-way.

As a condition of approval, street trees shall be placed at least four (4) feet from the back edge of the sidewalk per Section 17.58.090(D).

17.58.090(E). *Street trees shall not be planted within ten (10) feet of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines, or within twenty (20) feet of street light standards or street intersections, or within five (5) feet of a private driveway or alley. New utility poles shall not be located within five (5) feet of an existing street tree. Variations to these distances may be granted by the Public Works Director and as may be required to ensure adequate clear vision.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The applicant has indicated the planting of six (6) street trees along NE Orchard Avenue. The provided plans do not provide all required information on-site or within twenty feet of the subject site per Section 17.58.100(B)(6). It appears the most eastern tree canopy may be within ten feet (10') of an offsite utility pole. The spacing of the trees within the proposed planter strip and the proposed overhead wires may be in conflict as well. Street trees shall comply with spacing standards.

As a condition of approval, Street trees are to be planted with spacing requirements as defined in Section 17.58.090(E). Street 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.

17.58.090(F). *Existing street trees shall be retained unless approved by the Planning Director for removal during site development or in conjunction with a street construction project. Sidewalks of variable width and elevation may be utilized as approved by the Planning Director to save existing street trees. Any street tree removed through demolition or construction within the street right-of-way, or as approved by the City, shall be replaced within the street right-of-way at a location approved by the city with a tree, or trees, of similar value. As an alternative the property owner may be required to pay to the*

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City an amount sufficient to fund the planting and establishment by the city of a tree of similar value. The value of the existing street tree to be removed shall be calculated using the methods set forth in the edition then in effect of the "Guide for Plant Appraisal" published by the International Society of Arboriculture Council of Tree Landscape Appraisers. The developer or applicant shall be responsible for the cost of the planting, maintenance and establishment of the replacement tree.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. At the time of application, no street trees were present along the subject site within NE Orchard Avenue. This standard is not applicable to the proposed project.

17.58.100 Street Tree Planting

B. Commercial, Industrial, Multi-dwelling, Parking Lot Development.

1. Planting Schedule: Street trees required of a commercial, industrial, multi-dwelling, or parking lot development shall be installed at the time all other required landscaping is installed.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. This is an applicable code requirement. In addition, a condition of approval has been included to ensure that the street trees are installed at the time all other required landscaping is installed.

17.58.120 Street Tree Maintenance.

- A. 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, or as may be required by the City.*
- B. Street tree plans, or landscape plans including street trees, shall be maintained in perpetuity. In the event that a street tree must be replaced, the adjacent property owner or developer shall plant a replacement tree of a species from the approved street tree or landscape plan.*
- C. Maintenance of street trees, other than those located in the Downtown Tree Zone shall be the continuing obligation of the abutting property owner. The City shall undertake regular maintenance of street trees within the Downtown Tree Zone in accordance with appropriate horticultural practices including pruning and fertilizing to properly maintain the health of such trees.*
- D. Street trees, as they grow, shall be pruned to provide at least eight (8) feet of clearance above sidewalks and thirteen (13) feet above local streets, fifteen (15) feet above collector streets, and eighteen (18) feet above arterial streets. This provision may be waived in the case of newly planted trees so long as they do not interfere with public travel, sight distances, or endanger public safety as determined by the City. Major pruning, as defined in Section 17.58.020, of a street tree must be approved by the City in accordance with Section 17.58.040.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. This is an applicable code requirement. In addition, a condition of approval has been included to ensure that the street trees are 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.

Attachments :

Attachment 1 – Application and Attachments

Attachment 2 – McMinnville Water and Light Comments

Chapter 17.42 M-2 General Industrial Zone

17.42.010 Permitted Uses.

In an M-2 zone, the following uses and their accessory uses are permitted:

- A. A use permitted in the M-1 zone (except for Child Care Center and Day Care Facility (Adult));*
- B. Manufacturing, repairing, fabricating, processing, packing, or storage uses not listed in Chapter 17.39 (Light Industrial Zone) and which have not been declared a nuisance by statute, ordinance, or any court of competent jurisdiction;*
- C. Manufacture, processing, and storage of grains or fertilizer;*
- D. Airport.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The subject site falls within the M-2 General Industrial Zone. The proposed use, manufacturing of Alum, is a *manufacturing use type*, which is permitted within zone.

No other standards related to landscaping are found within the Chapter.

Chapter 17.52 Airport Overlay Zone

17.52.010 Purpose. *The Airport Overlay Zone shall enhance the utility of the McMinnville Municipal Airport by preventing the establishment of any structure or use of land which unreasonably obstructs the safe flight of aircraft in landing or taking off. Further, this overlay zone is intended to prevent the establishment of airspace obstructions through height restrictions and other land use controls, as deemed essential to protect the public health, safety, and welfare consistent with Federal Aviation Regulations (FAR), Part 77. The Airport Overlay Zone is intended to implement recommendations contained in the McMinnville Airport Master Plan Update (1989-2009) and as drawn on the Airport Imaginary Surfaces Map.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The subject site falls within the Conical Zone of the Airport Overlay Zone and is subject to general restrictions (Section 17.52.030) and Conical Zone restrictions (Section 17.52.070). As proposed, the landscaping plan complies with applicable standards found within the Chapter.

17.52.030 General Restrictions. *No use in the Airport Overlay Zone shall:*

- A. Create electrical interference with navigational signals or radio communication between the airport and aircraft; or*
- B. Otherwise endanger or interfere with the landing, takeoff, or maneuvering of aircraft intending to use the airport.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The subject site is within the Airport Overlay Zone and is subject to the standards within 17.52.030. No structure or plant proposed on the landscape plan will create an interference with navigational signals or radio communications, or otherwise endanger or interfere with land, takeoff, or maneuvering of aircraft intending to use the airport.

Attachments :

Attachment 1 – Application and Attachments

Attachment 2 – McMinnville Water and Light Comments

17.52.070 Conical Zone Restrictions. *The following uses are prohibited in the Conical Zone: Any structure which exceeds a height greater than that established by this parabolic curve which starts at 309 feet above MSL and terminates at 509 feet above MSL except that a structure may be constructed to a vertical height no greater than 35 feet above the ground in the Eola Hills.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The subject site is located within the Conical Zone and is subject to standards found within Section 17.50.070. No structure or plant proposed on the landscape plan which exceeds 509 feet above MSL, nor is the project site located within the Eola Hills.

Chapter 17.54. General Provisions

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The installation of landscaping is subject to standards found within Chapter 17.54 General Provisions, including Section 17.54.080 Clear Vision Area. As proposed, no plant exceeds the maximum permitted height within the clear vision area.

Chapter 17.60. Off-Street Parking and Loading

17.60.080. Design Requirements

17.60.080(D)(1). *Parking spaces along the outer boundaries of a parking area shall be contained by a curb or a bumper rail so placed to prevent a motor vehicle from extending over an adjacent property, sidewalk, or street.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. Parking spaces are not proposed at the outer boundary of the parking area. The standards of this section do not apply.

17.60.080(D)(2). *When a parking area in a commercial or industrial zone abuts a property in a residential zone, a site-obscuring fence or wall, either permanent or of living material, shall be placed along the affected property line. The responsibility for placement of the fence or wall lies with the commercial or industrial property.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The subject site is zoned industrial and surrounded by industrial zoning. The standards of this section do not apply.

17.60.080(D)(3). *Artificial lighting which may be provided shall be so deflected as not to shine or create glare in any residential zone or on any adjacent dwelling.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The subject site is zoned industrial and surrounded by industrial zoning nor is it adjacent to a dwelling. The standards of this section do not apply.

Attachments :

Attachment 1 – Application and Attachments

Attachment 2 – McMinnville Water and Light Comments

Chapter 17.61. Solid Waste and Recycling Enclosure Plan

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The project is subject to standards within Chapter 17.61 as the applicant has proposed industrial development and which triggers applicability requirements as defined in Section 17.61.020(A). The applicant has indicated a trash enclosure, enclosed on three sides by concrete block, at the northeast corner of the primary structure. The applicant shall modify the landscape plans to demonstrate compliance with standards.

Section 17.61.030(A). *The location of an enclosure must allow for collection agency drive-in access. A fifty-foot (50) access approach is recommended. In addition to the approach, either an exit that allows the truck to move forward or a turn area with a minimum radius of 46.5 feet is preferred. Both approach and location shall be unobstructed and free of overhead wires and low hanging trees. An eighteen-foot (18) minimum height clearance above the enclosure approach is required and a thirty-two-foot (32) vertical clearance is required above the container itself. The enclosure shall be of sufficient size to store trash and recycling receptacles, the size of which shall be determined by the collection agency and will be based on proposed use. A minimum distance of two feet (2) is required between the container and existing or proposed structures. The enclosure shall be a minimum of six feet (6) tall or six inches (6) higher than the top of the tallest container.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The project is subject to standards found within the Section. The placement of the enclosure complies with the 50-foot access approach and obstruction height requirements, with sufficient area for exit. It is unclear if the enclosure is of sufficient size and if the height of the enclosure is six (6) inches higher than the top of the tallest container. In addition, the enclosure appears to be within two feet (2) of the existing structure.

As a condition of approval, the applicant shall submit revised plans including sufficient information to determine if standards within Section 17.61.030(A) are met, including:

- a) Minimum size requirement as determined by the collection agency
- b) The enclosure at least two (2) feet from an existing or proposed structure
- c) Elevation demonstrating the height of the enclosure is six (6) inches higher than the top of the tallest container.

Section 17.61.030(B). *Solid waste enclosures shall not be located within twenty feet (20) of a required front or exterior yard and should be placed at the rear of a building whenever possible. Should an enclosure be placed within a required landscaped front or exterior yard, additional landscaping must be provided elsewhere on the property to compensate for the encroachment into the required landscaped yard. Any modifications to required landscaping must meet the approval of the Landscape Review Committee.*

APPLICANT'S RESPONSE: None.

FINDING: STATISFIED. The solid waste enclosure is proposed at the northeast corner of the building towards the rear of the lot, facing an interior side yard towards a large warehouse, and will be slightly visible from the street. Due to the distance from the street and surrounding context the location of the solid waste enclosure satisfies requirement.

Attachments :

Attachment 1 – Application and Attachments
Attachment 2 – McMinnville Water and Light Comments

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The solid waste enclosure is proposed at the northeast corner of the building, facing an interior side yard towards a large warehouse, and will likely be visible from the street. If the applicant moves the solid waste enclosure to behind the building the standards within this section do not apply. If the solid waste enclosure remains in its location, the enclosure shall be modified to meet requirements.

As a condition of approval, if the solid waste enclosure is visible from the street the applicant shall provide landscaping around three (3) sides of the solid waste enclosure with landscaping in compliance with Section 17.61.030(C).

Section 17.61.030(D). Where a commercial or industrial zone abuts a residential zone, enclosures must be placed a minimum of thirty feet (30) from any residential structure or as otherwise approved by the Planning Director.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The subject site is zoned industrial and abuts industrially zoned properties. Standards within this section do not apply.

Section 17.61.030(E). Generally, the design of the structure should match the exterior surface of the building and can be constructed of masonry, wood or concrete blocks in combination with plant material capable of forming a complete evergreen hedge. The floor of the enclosure shall be a concrete holding pad which must extend eight feet (8) beyond the gates.

APPLICANT'S RESPONSE: None

FINDING: SATISFIED WITH CONDITIONS. The subject site is in an industrial zone, surrounded by industrial and commercial uses, including outdoor storage. The existing on-site structure is a light gray/yellow color which would resemble a concrete wall. As proposed, the solid waste enclosure is visible from the street and subject to landscape screening requirements. The landscape plans do not clearly identify if a concrete holding pad is proposed. The Landscape Review Committee should determine if the enclosure materials are sufficient, even if moved to the rear of the building.

As a condition of approval, the applicant shall design the structure in compliance with standards, including Landscape Review Committee determination, and provide a concrete holding pad which extends at least eight feet (8) beyond the gate.

Section 17.61.030(F). Gates that screen the containers are required and must remain closed at all times except at times of service.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The applicant has identified the placement of a solid waste enclosure; however, it is not clear if a gate has been proposed as is required.

Attachments :

Attachment 1 – Application and Attachments

Attachment 2 – McMinnville Water and Light Comments

As a condition of approval, the applicant shall submit revised plans which demonstrate a gate to screen the containers which must remain closed at all times except at times of service.

Section 17.61.030(G). *Parking is prohibited in front of the enclosure and all parked vehicles must be located at a safe distance. A “No Parking” sign must be visibly placed on the gates of the enclosure.*

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The applicant is required to revise plans to provide a gate to screen containers within the solid waste enclosure. The gate shall comply with the standards above.

As a condition of approval, the applicant shall submit revised plans which indicate a “no parking” sign visibly placed on the gates of the enclosure and ensure that there is no parking in front of the enclosure.

Section 17.61.030(H). *Solid waste and recycling enclosures must be placed in a location that is compatible with the City of McMinnville’s Fire Code.*

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The applicant shall comply with City of McMinnville’s Fire Code for the placement of solid waste enclosures.

TG

Attachments :

Attachment 1 – Application and Attachments

Attachment 2 – McMinnville Water and Light Comments

**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 2-24Date Received 1/22/2024Fee \$1,207.00Receipt No. 209282Received by AW

569-24-000026-PLNG

Landscape Plan Review Application

Applicant InformationApplicant is: ☐ Property Owner ☐ Contract Buyer ☐ Option Holder ☒ Agent ☐ Other _____Applicant Name ZODY ARCHITECTURE LLC Phone 503-869-9855Contact Name JOE ZODY Phone _____
(If different than above)Address 4004 SE FRANCIS ST.City, State, Zip PORTLAND, OR 97202Contact Email JZODY@ZODYARCH.COM**Property Owner Information**Property Owner Name CI Chemicals Oregon, Inc. Phone _____
(If different than above)Contact Name Chris Anderson Phone 513-607-1397Address P.O. Box 853027City, State, Zip Mesquite, TX 75185Contact Email Chris@ci-chemicals.com**Site Location and Description**

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

Property Address 2727 HE ORCHARD AVEAssessor Map No. R4 415-02-800 Total Site Area 3 ACRES

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation INDUSTRIAL Zoning Designation M-2

Landscaping Information

1. Total Landscaped Area: 22590 SF
2. Percent Landscaped: 17.3%
3. Building Floor Area:
New Structure: 0 Existing Structure: 8,000 SF Addition: 0
4. Architect Name ZODY ARCHITECTURE LLC Phone 503.869.9855
(Landscape Architect; Engineer; or Other Designer)
Contact Name JOE ZODY Phone _____
Address 4004 SE FRANCIS ST.
City, State, Zip PORTLAND, OR. 97202
Contact Email JZODY@ZODYARCH.COM

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

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

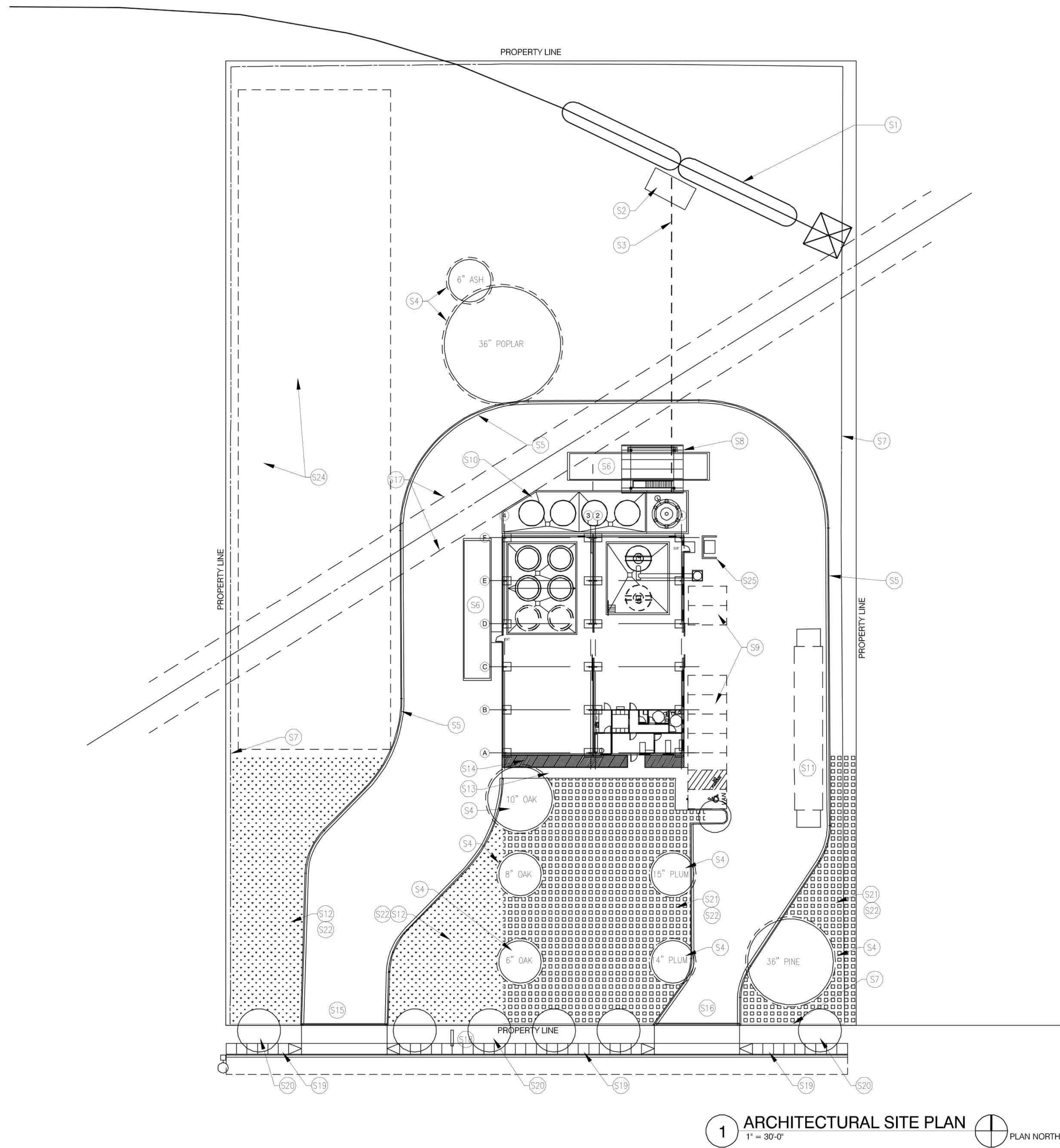
I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.

[Signature]
Applicant's Signature

1/22/24
Date

[Signature]
Property Owner's Signature

1/22/24
Date



GENERAL SITE PLAN NOTES:

- A. THIS SITE PLAN IS PROVIDED FOR GENERAL INFORMATION ONLY. REFER TO THE CIVIL DRAWINGS FOR FINAL LAYOUT AND PLACEMENT OF THE SITE ELEMENTS.
- B. CLEAN SITE OF ALL LOOSE DEBRIS, TRASH, AND REFUSE. DISPOSE OF PROPERLY IN CONFORMANCE WITH STATE AND LOCAL ORDINANCES.
- C. CONTRACTOR IS RESPONSIBLE FOR COORDINATING THE WORK OF ALL TRADES AND THE OWNERS' CONTRACTORS AS WELL.

PLANNING / ZONING NOTES:

- THE SITE IS LOCATED AT 2727 NE ORCHARD AVENUE AND IS ZONED M-2. ALL ABUTTING AND NEIGHBORING SITES ARE ALSO ZONED M-2.
- 1. PARKING – PER 17.60.060.D.1. OFF STREET PARKING IS REQUIRED AT 1 SPACE PER 1,000 GSF. THE TOTAL BUILDING IS 8,000 GSF AND EIGHT SPACES HAVE BEEN PROVIDED. THE LARGEST SHIFT FOR THIS OPERATION IS 3 TO 4 EMPLOYEES, THEREFORE 8 PARKING SPACES IS ADEQUATE.
 - 2. LANDSCAPE AREA – PER 17.57.060.C. THE TOTAL SITE AREA IS 130,500 SF. THE TOTAL LAWN AND LANDSCAPE AREA IS 22,590 SF. THEREFORE 17.3% OF THE SITE IS LANDSCAPED. THIS EXCEEDS THE REQUIREMENTS OF 17.57.070.A.1.
 - 3. YARDS – PER 17.42.030 YARDS ARE NOT REQUIRED
 - 4. BUILDING HEIGHT PER 17.42.040 THE EXISTING STRUCTURE IS APPROXIMATELY 22' TALL, THEREFORE IT COMPLIES WITH THIS SECTION.
 - 5. STREET TREES THE PROPOSED NEW STREET TREES ARE IN COMPLIANCE WITH CHAPTER 17.58.090

SITE PLAN NOTES (S)

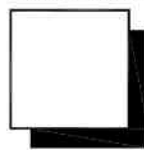
- (S1) FUTURE NEW RAIL SPUR FOR TWO TANKER RAILCARS.
- (S2) 4" CONCRETE EQUIPMENT PAD
- (S3) FUTURE PNEUMATIC PRODUCT DELIVERY SYSTEM.
- (S4) PROVIDE TREE PROTECTION +1'-0" BEYOND EXISTING DRIP LINE OF TREE CANOPY.
- (S5) PROPOSED LINE OF NEW PAVEMENT – SEE CIVIL DRAWINGS.
- (S6) CONCRETE TRUCK PARKING LOADING / OFF LOADING ZONE.
- (S7) APPROXIMATE LINE OF EXISTING FENCING.
- (S8) NEW OVERHEAD STEEL STRUCTURE AND METAL ROOF PANEL CANOPY. – SEE STRUCTURAL.
- (S9) PROVIDE EIGHT REQUIRED PARKING SPACES WITH ONE ADA VAN ACCESSIBLE SPACE.
- (S10) TANK CONTAINMENT PIT FOR ALUM TANKS.
- (S11) IN-GROUND TRUCK SCALE
- (S12) NEW LAWN AREA WITH IRRIGATION SYSTEM
- (S13) NEW 5'-0" WIDE CONCRETE SIDEWALK
- (S14) NEW LANDSCAPE BED AREA. PLANT 16 TOTAL WHITE AND BLUE FLOWERING HYDRANGEAS – SPACE 4'-6" C/C. PROVIDE DRIP IRRIGATION SYSTEM
- (S15) NEW AUTOMATED ENTRY GATE – ACTIVATION PROVIDED BY KEYPAD.
- (S16) NEW AUTOMATED EXIT GATE – ACTIVATION PROVIDED BY GROUND LOOP
- (S17) APPROXIMATE LOCATION OF EXISTING SANITARY SEWER EASEMENT
- (S18) REPLACE EXISTING GROUND SIGN WITH NEW GRAPHICS AS PROVIDED BY THE OWNER. SIGN SIZE TO REMAIN AS IS.
- (S19) NEW ADA ACCESSIBLE SIDEWALK AND INTEGRAL CURB.
- (S20) SIX NEW 2" CALIPER AMERICAN HORNBEAM TREES 20'-0" CANOPY
- (S21) EXISTING LAWN AREA TO REMAIN
- (S22) PROVIDE IRRIGATION SYSTEM IN LAWN AREA
- (S23) NEW 1-1/2" CALIPER PRINCESS DIANA SERVICEBERRY. 15'-0" TREE CANOPY
- (S24) EXISTING GRAVEL AREA TO REMAIN
- (S25) 10'-8" X 6'-8" X 6'-0"H. CONCRETE BLOCK DUMPSTER ENCLOSURE

CI CHEMICALS
McMINNVILLE
PLANT

CI Chemicals Oregon, Inc.
2727 NE Orchard Avenue
McMinnville, Oregon 97128

OWNER
CI Chemicals Oregon, Inc.
313 S Bryan Bell Line Road
Mesquite, Texas 75149

ARCHITECT



ZODY ARCHITECTURE LLC
4004 se francis st portland, oregon 97202
phone: 503.869.9855 email: jzody@zodyarch.com

CIVIL ENG

Humber Design Group, Inc.
110 SE Main Street
Portland, Oregon 97214

STRUCTURAL ENG

Freelich Engineers, Inc.
17700 SW Upper Boones Ferry Road, Suite 115
Portland, Oregon 97224

MECHANICAL ENG

CoolSys Energy Design, LLC
4275 North Palm Street, Suite 100
Fullerton, CA 92835

ELECTRICAL ENG

CoolSys Energy Design, LLC
4275 North Palm Street, Suite 100
Fullerton, CA 92835

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Drawn By

JHZ

Checked By

PLAN

Professional Seal



Revisions

Project No.

23115

Date

10/13/2023

ARCHITECTURAL
SITE PLAN
LANDSCAPE PLAN

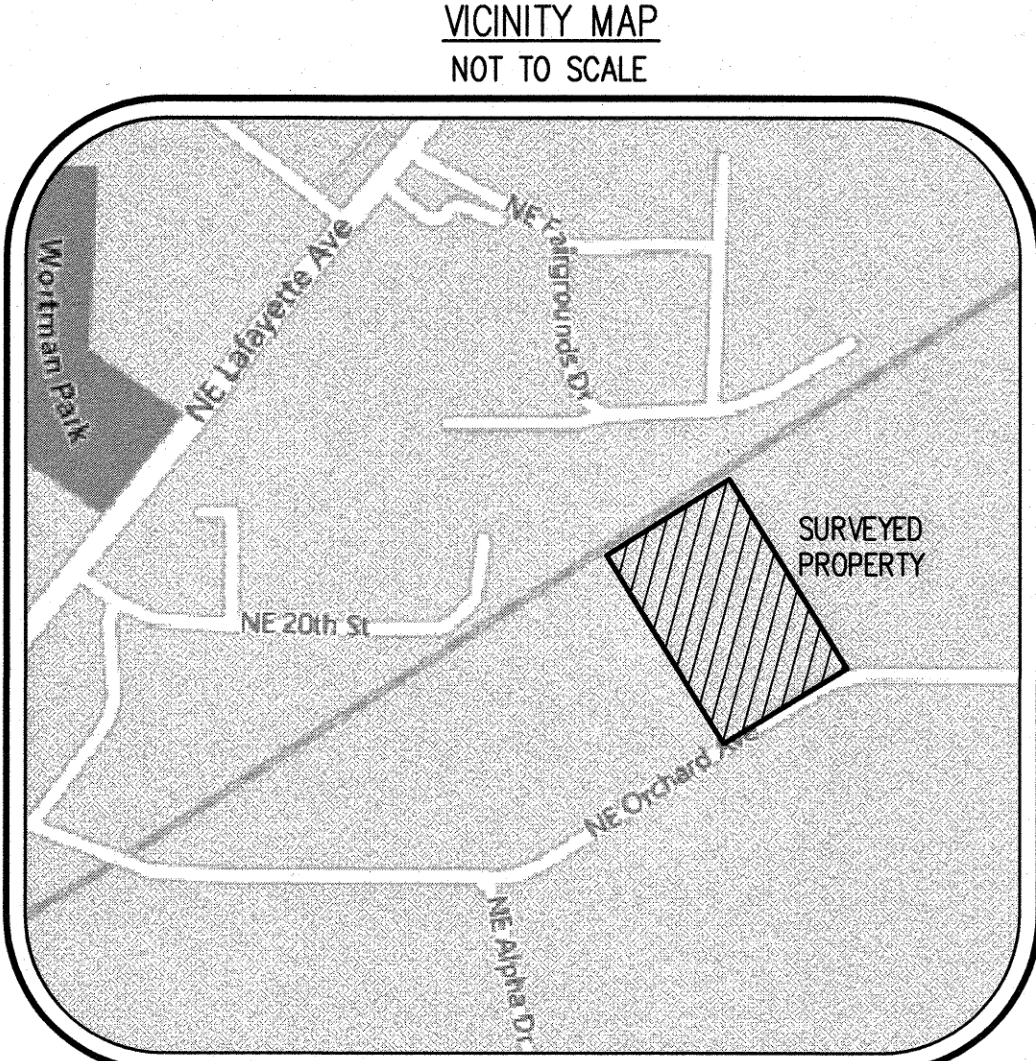
Sheet Number

A 2.1

PROJ. # 23115

CHAMELEON INDUSTRIES – McMINNVILLE

ZODY ARCHITECTURE, LLC



From: [Amy M. Gonzales](#)
To: [Amanda Winter](#)
Subject: RE: Landscape Plan Review - L 2-24
Date: Tuesday, February 13, 2024 8:30:10 AM
Attachments: [image001.png](#)
[L 2-24_submittal MW&L Power Comments.pdf](#)
[FH-CLR.pdf](#)
[VAULTCLEAR.pdf](#)
[VR.pdf](#)
[WMCLEAR.pdf](#)

This message originated outside of the City of McMinnville.

Amanda,

MW&L has the following comments:

Water: This project will include a future fire vault and premises isolation backflow protection. Landscaping will need to meet required clearances around these new and existing water facilities. See spec details; FH-CLR, VAULTCLEAR, VR & WMCLEAR.

Power: Please see power comments attached.

From: Amanda Winter <Amanda.Winter@mcminnvilleoregon.gov>
Sent: Tuesday, February 6, 2024 5:04 PM
To: Taylor Graybehl <Taylor.Graybehl@mcminnvilleoregon.gov>; David Renshaw <David.Renshaw@mcminnvilleoregon.gov>; Jen Hawkins <JenH@mc-power.com>; Amy M. Gonzales <amg@mc-power.com>; James Lofton <James.Lofton@mcminnvilleoregon.gov>; Matthew Bernards <Matthew.Bernards@mcminnvilleoregon.gov>; Jeff Gooden <Jeff.Gooden@mcminnvilleoregon.gov>; Tom Schauer <Tom.Schauer@mcminnvilleoregon.gov>; Heather Richards <Heather.Richards@mcminnvilleoregon.gov>
Subject: Landscape Plan Review - L 2-24

Hi all,

I have one more landscape plan coming your way after this one.

The attached material has been referred to you for your information, study, and official comments for the record. Your recommendations and suggestions will be used to guide the McMinnville Landscape Review Committee when reviewing this proposal. If you wish to have your comments on the attached material considered, please email your response back to our office by **Tuesday, February 20, 2024**. The Landscape Review Committee will be meeting to consider these

matters on Wednesday, February 21, 2024 at 12:00 p.m., in-person at the Community Development Center and via Zoom.

This is regarding Landscape Plan Review application L 2-24 for CI Chemicals Oregon, Inc., located at 2727 NE Orchard Avenue, Tax Lot No. R4415 02800.

This application is a landscape plan review associated with a renovation of an existing pre-engineered metal building and alteration to on-site vehicular circulation.

The landscape plan application is scheduled for review by the Landscape Review Committee at their February 21, 2024 meeting. Please provide comments by February 14 if possible, and no later than end of day on February 20, 2024.

Your prompt reply will help to facilitate the processing of this application and will insure consideration of your recommendations.

If you have any questions regarding this application, you can reach out to Senior Planner, Taylor Graybehl directly at Taylor.Graybehl@mcminnvilleoregon.gov or 503-474-4153.

Please note that any written comments/correspondence returned (emails/letters) regarding this request become part of the public record.

Thank you,



Amanda Winter

Planning Analyst

Office: (503) 474-5102

Cell: (971) 387-1803

231 NE Fifth Street McMinnville, OR 97128

www.mcminnvilleoregon.gov



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 2-24
Date Received 1/22/2024
Fee \$1,207.00
Receipt No. 209282
Received by AW

569-24-000026-PLNG

Landscape Plan Review Application

Applicant Information

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

Applicant Name ZODY ARCHITECTURE LLC Phone 503-869-9855

Contact Name JOE ZODY Phone _____
(If different than above)

Address 4004 SE FRANCIS ST.

City, State, Zip PORTLAND, OR 97202

Contact Email JZODY@ZODYARCH.COM

Property Owner Information

Property Owner Name CI Chemicals Oregon, Inc. Phone _____
(If different than above)

Contact Name Chris Anderson Phone 513-607-1397

Address P.O. Box 853027

City, State, Zip Mesquite, TX 75185

Contact Email Chris@ci-chemicals.com

Site Location and Description

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

Property Address 2727 HE ORCHARD AVE

Assessor Map No. R4 415-02-800 Total Site Area 3 ACRES

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation INDUSTRIAL Zoning Designation M-2

Landscaping Information

1. Total Landscaped Area: 22590 SF
2. Percent Landscaped: 17.3%
3. Building Floor Area:
New Structure: 0 Existing Structure: 8,000 SF Addition: 0
4. Architect Name ZODY ARCHITECTURE LLC Phone 503.869.9855
(Landscape Architect; Engineer; or Other Designer)
Contact Name JOE ZODY Phone _____
Address 4004 SE FRANCIS ST.
City, State, Zip PORTLAND, OR. 97202
Contact Email JZODY@ZODYARCH.COM

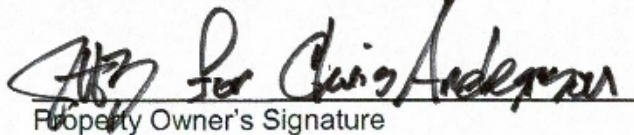
In addition to this completed application, the applicant must provide the following:

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

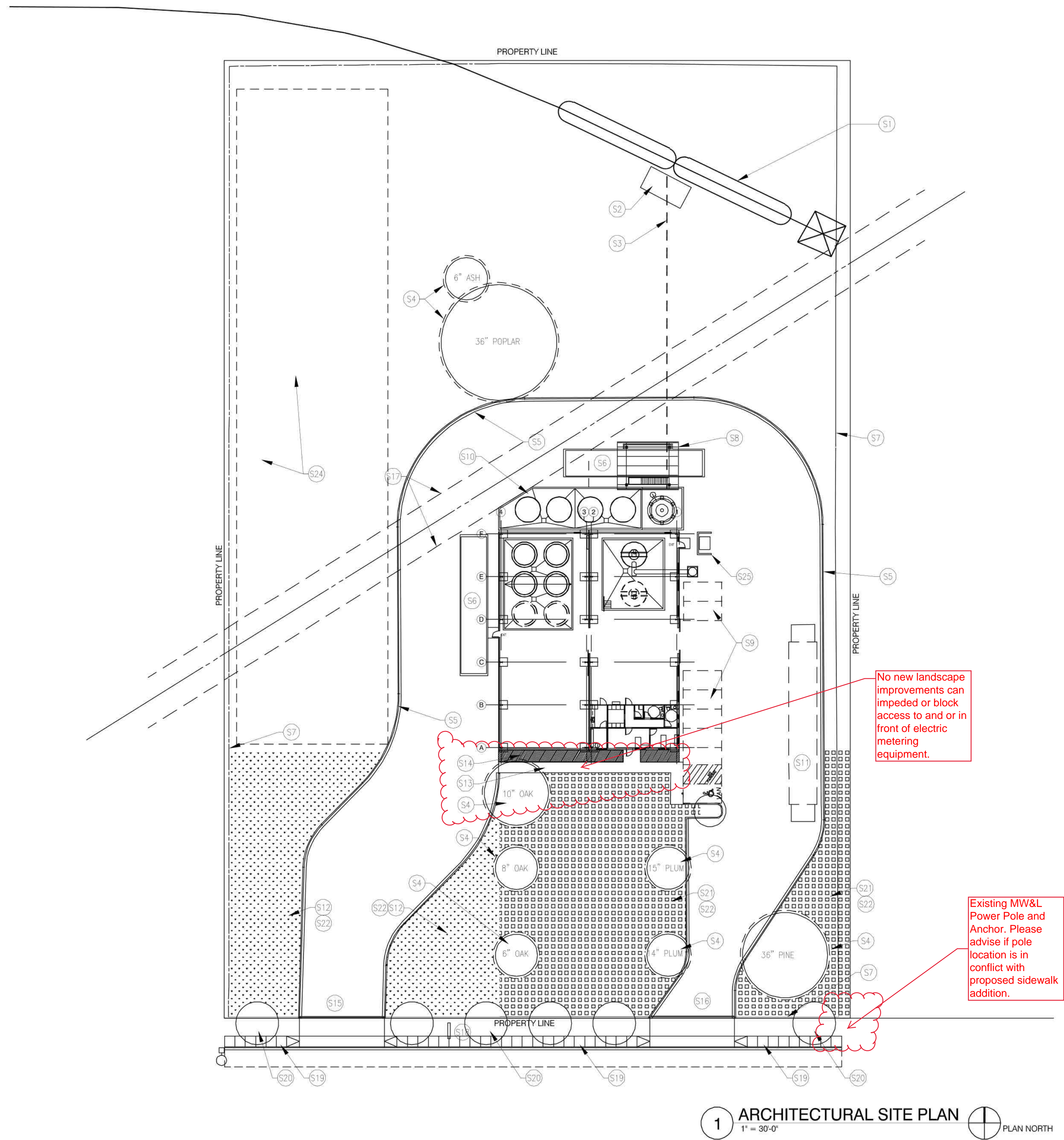
I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.


Applicant's Signature

1/22/24
Date


Property Owner's Signature

1/22/24
Date



GENERAL SITE PLAN NOTES:

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SITE PLAN NOTES (S)

- (S1) FUTURE NEW RAIL SPUR FOR TWO TANKER RAILCARS.
- (S2) 4" CONCRETE EQUIPMENT PAD
- (S3) FUTURE PNEUMATIC PRODUCT DELIVERY SYSTEM.
- (S4) PROVIDE TREE PROTECTION +1'-0" BEYOND EXISTING DRIP LINE OF TREE CANOPY.
- (S5) PROPOSED LINE OF NEW PAVEMENT – SEE CIVIL DRAWINGS.
- (S6) CONCRETE TRUCK PARKING LOADING / OFF LOADING ZONE.
- (S7) APPROXIMATE LINE OF EXISTING FENCING.
- (S8) NEW OVERHEAD STEEL STRUCTURE AND METAL ROOF PANEL CANOPY. – SEE STRUCTURAL.
- (S9) PROVIDE EIGHT REQUIRED PARKING SPACES WITH ONE ADA VAN ACCESSIBLE SPACE.
- (S10) TANK CONTAINMENT PIT FOR ALUM TANKS.
- (S11) IN-GROUND TRUCK SCALE
- (S12) NEW LAWN AREA WITH IRRIGATION SYSTEM
- (S13) NEW 5'-0" WIDE CONCRETE SIDEWALK
- (S14) NEW LANDSCAPE BED AREA. PLANT 16 TOTAL WHITE AND BLUE FLOWERING HYDRANGEAS – SPACE 4'-6" C/C. PROVIDE DRIP IRRIGATION SYSTEM
- (S15) NEW AUTOMATED ENTRY GATE – ACTIVATION PROVIDED BY KEYPAD.
- (S16) NEW AUTOMATED EXIT GATE – ACTIVATION PROVIDED BY GROUND LOOP
- (S17) APPROXIMATE LOCATION OF EXISTING SANITARY SEWER EASEMENT
- (S18) REPLACE EXISTING GROUND SIGN WITH NEW GRAPHICS AS PROVIDED BY THE OWNER. SIGN SIZE TO REMAIN AS IS.
- (S19) NEW ADA ACCESSIBLE SIDEWALK AND INTEGRAL CURB.
- (S20) SIX NEW 2" CALIPER AMERICAN HORNBEAM TREES 20'-0" CANOPY
- (S21) EXISTING LAWN AREA TO REMAIN
- (S22) PROVIDE IRRIGATION SYSTEM IN LAWN AREA
- (S23) NEW 1-1/2" CALIPER PRINCESS DIANA SERVICEBERRY. 15'-0" TREE CANOPY
- (S24) EXISTING GRAVEL AREA TO REMAIN
- (S25) 10'-8" X 6'-8" X 6'-0"H. CONCRETE BLOCK DUMPSTER ENCLOSURE

CI CHEMICALS
McMINNVILLE
PLANT

CI Chemicals Oregon, Inc.
2727 NE Orchard Avenue
McMinnville, Oregon 97128

OWNER
CI Chemicals Oregon, Inc.
313 S Bryan Bell Line Road
Mesquite, Texas 75149

ARCHITECT



ZODY ARCHITECTURE LLC
4004 se francis st portland, oregon 97202
phone: 503.869.9855 email: zody@zodyarch.com

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Portland, Oregon 97214

STRUCTURAL ENG

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MECHANICAL ENG

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Fullerton, CA 92835

ELECTRICAL ENG

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Drawn By

JHZ

Checked By

PLAN

Professional Seal



Revisions

Project No.

23115

Date

10/13/2023

ARCHITECTURAL
SITE PLAN
LANDSCAPE PLAN

Sheet Number

A 2.1

PROJ. # 23115

CHAMELEON INDUSTRIES – McMINNVILLE

ZODY ARCHITECTURE, LLC

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

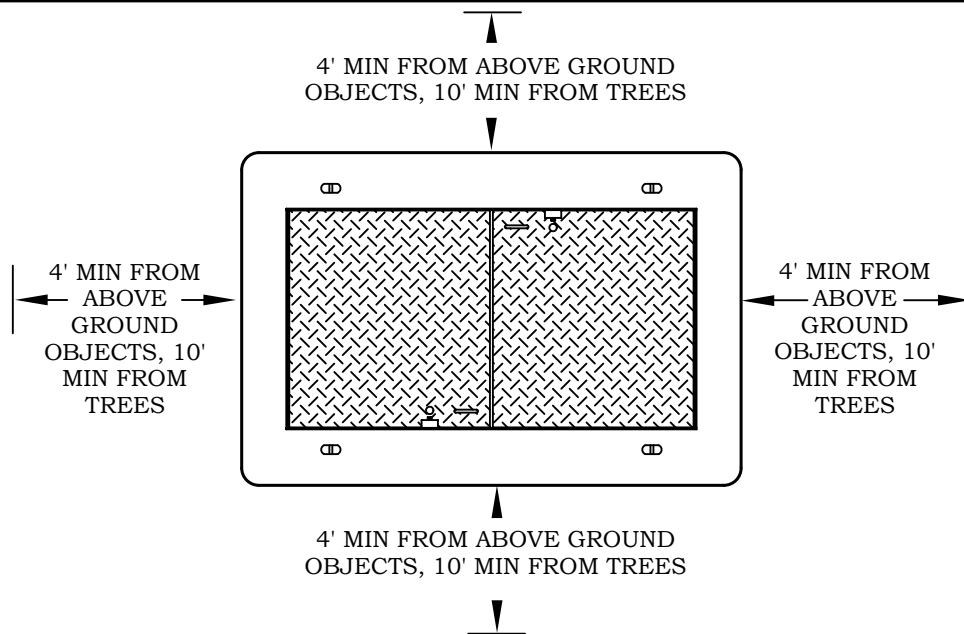
DATE 12/8/14

DRAWN SLW

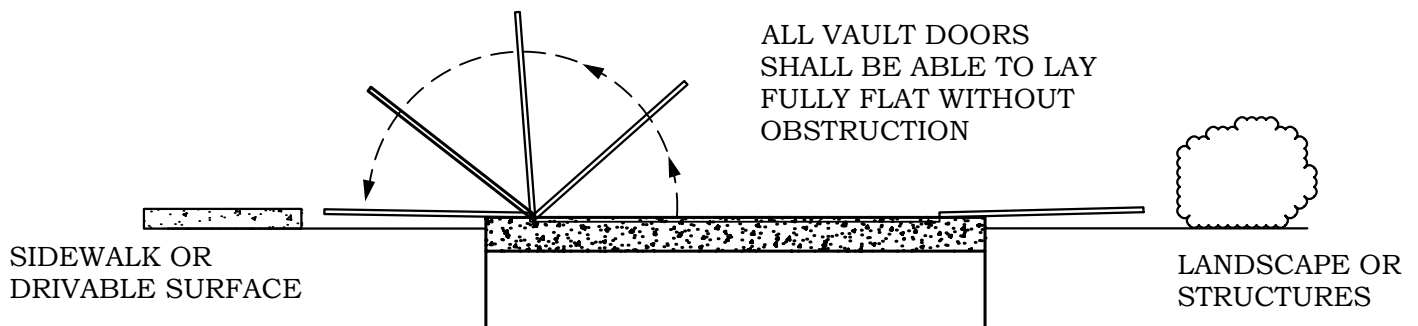
APPROVED WSC

Page 79 of 119

TOP VIEW



SIDE VIEW



NOTES:

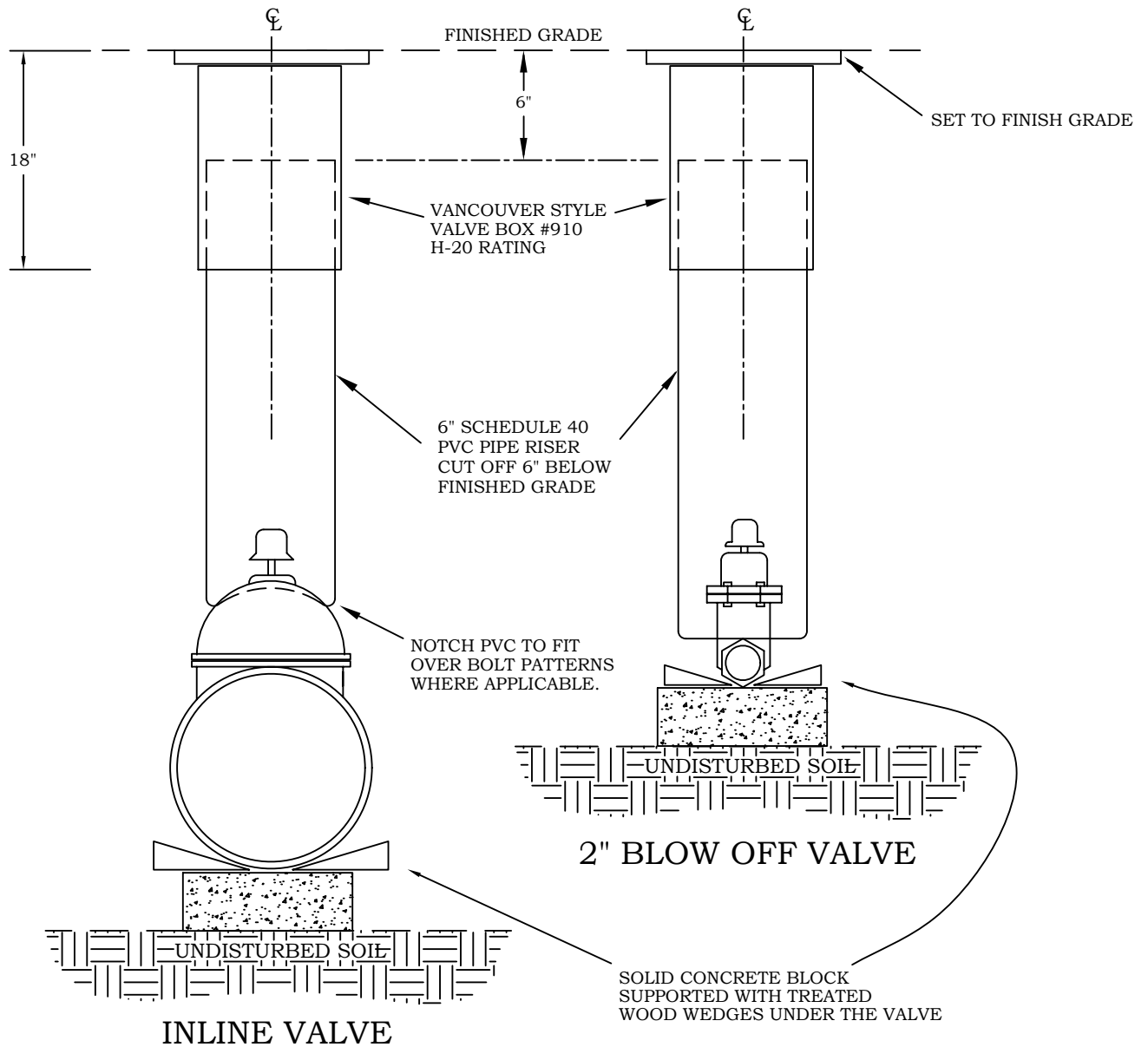
- 1) WHEN VAULT DOORS ARE OPEN THEY MUST LAY FLAT. THEY MUST NOT BE IN A WALKABLE OR DRIVEABLE SURFACE.
- 2) MAINTAIN A MINIMUM 4' FROM VAULT EDGE TO ANY ABOVE GROUND OBJECT.
- 3) 10' MIN FROM FACE OF TREES. TREES SHALL BE PLANTED FAR ENOUGH FROM VAULTS THAT UPON MATURITY, OVERHANGING BRANCHES WILL NOT OBSTRUCT A CRANE FROM SETTING OR REMOVING EQUIPMENT.

NOT TO SCALE

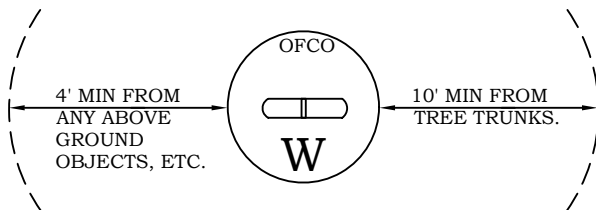


CLEARANCES FROM VAULTS

| DATE | REVISION | | | |
|------|----------|--------------|--------------|---------------------|
| | | | | |
| | | DATE 12/9/14 | | |
| | | DRAWN SLW | APPROVED WSC | SPEC NO. VAULTCLEAR |



CLEARANCES

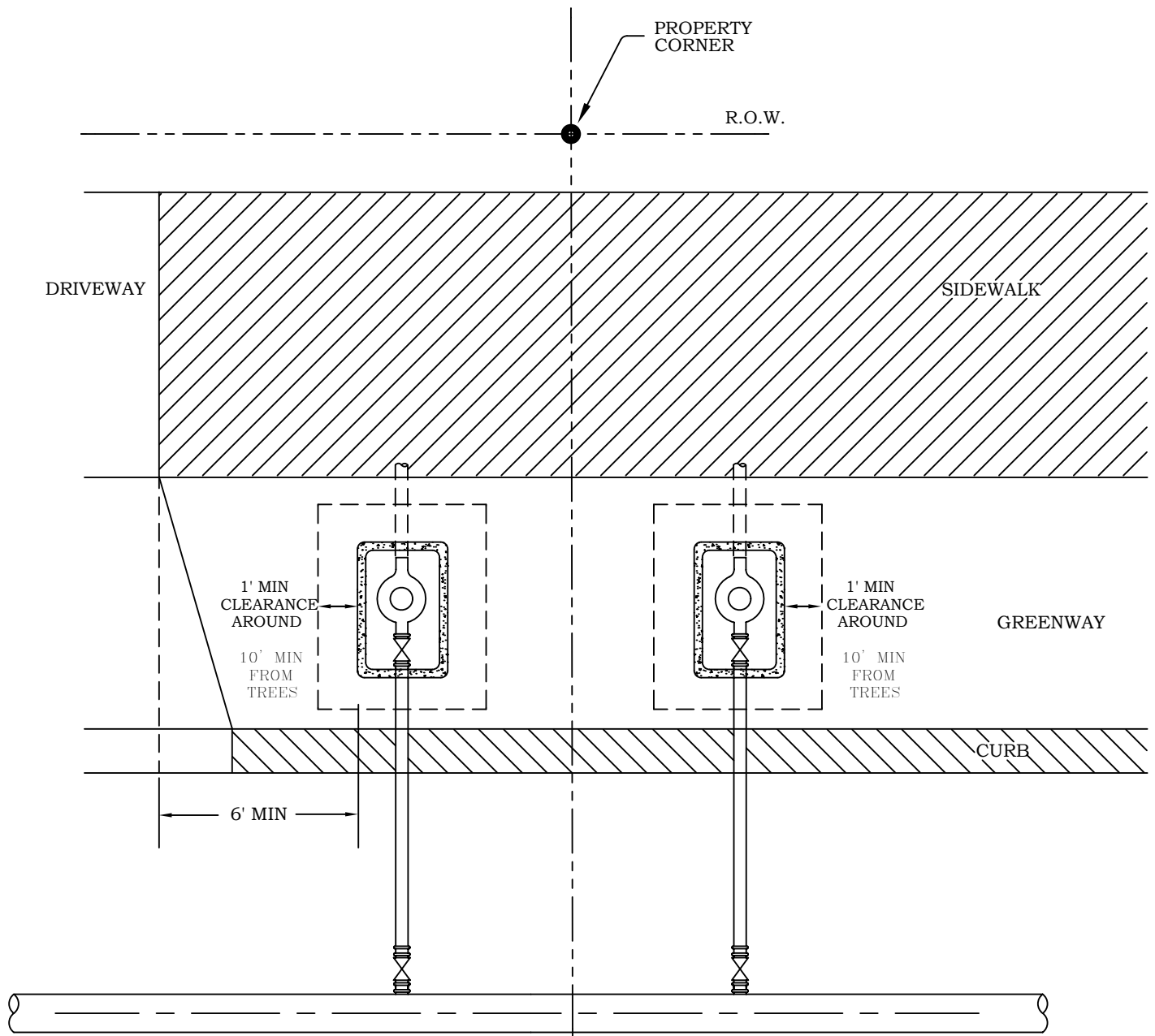


NOT TO SCALE



VALVE RISER ASSEMBLY AND CLEARANCES

| DATE | REVISION | | | |
|------|----------|-------|----------|--------------|
| | | DATE | 12/12/14 | |
| | | DRAWN | SLW | APPROVED WSC |
| | | | | SPEC NO. VR |



NOT TO SCALE



WATER METER CLEARANCE TO ALL OTHER FACILITIES

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

EXHIBIT 5 - STAFF REPORT

DATE: February 21, 2024
TO: Landscape Review Committee Members
FROM: Matthew Deppe, Associate Planner
SUBJECT: Landscape Plan Review Application (L 3-24)

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 (LRC) of a Landscape Plan Review application for proposed landscaping on property located at 600 SE Baker St., Tax Lots R4420DD 00101 and 00200 in conjunction with development of a new office for MV Advancements. The property is zoned O-R (Office Residential and FP (Floodplain)). The proposed development is on the front portion of the property with the O-R zoning.

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.

Please refer to the decision document for detailed information regarding the property and proposal.

Discussion:

Subject Property and Plan

Please refer to the Decision Document for vicinity maps, proposed plan, and background information.

Summary of Criteria & Issues

Decisions and/or recommendations for approval of the land use application are dependent upon whether the application meets state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code (MMC). The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria.

As required in 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.
2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.
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.
4. The development and use of islands and plantings therein to break up parking areas.
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.
6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

The proposal also includes frontage improvements including sidewalk and a planter strip with street trees. Therefore, the landscape plan also includes a street tree plan as provided in Section 17.58.100 of the Zoning Ordinance, to be consistent with the street tree standards in Chapter 17.58 of the Zoning Ordinance. The review also addresses landscaping and screening requirements of other applicable Chapters of the Zoning Ordinance.

Attachments

1. Decision Document with Attached Application

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 if needed to determine consistency with applicable criteria.
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:

BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, I MOVE THAT THE LANDSCAPE REVIEW COMMITTEE APPROVE THE DECISION DOCUMENT AND APPROVE THE LANDSCAPE PLAN REVIEW APPLICATION L 3-24 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT



CITY OF MCMINNVILLE
COMMUNITY DEVELOPMENT
 231 NE FIFTH STREET
 MCMINNVILLE, OR 97128
 503-434-7311
www.mcminnvilleoregon.gov

DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN REVIEW FOR PROPERTY AT 600 SE BAKER STREET

DOCKET: L 3-24 (Landscape Plan Review)

REQUEST: Approval of a Landscape Plan Review for property at 600 SE Baker St.

LOCATION: 600 SE Baker St., Tax Lots R4420DD 00101 and 00200

ZONING: O-R (Office/Residential) and F-P (Floodplain)

APPLICANT: CIDA, Inc., c/o Erik Winter (CIDA Architecture Engineering Planning Interiors) on behalf of property owner MV Advancements, c/o Kathy Schlotfeldt

STAFF: Matthew Deppe, Associate Planner

DATE DEEMED COMPLETE: January 30, 2024

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

MEETING DATE & LOCATION: February 21, 2024, McMinnville Community Development Center, 231 NE 5th Street, and via Zoom online meeting

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

APPEAL: The decision may be appealed within 15 days of the date the decision is mailed as specified in Section 17.57.100 of the McMinnville .Zoning Ordinance.

COMMENTS: This matter was referred to the following public agencies for comment: McMinnville Public Works, McMinnville Engineering, McMinnville Water and Light, and the Oregon Department of Transportation. Their comments are provided in this document. No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

Based on the findings and conclusionary findings, the Landscape Review Committee finds the applicable criteria are satisfied with conditions and recommends **APPROVAL** of the Landscape Plan (L 3-24) **subject to the conditions of approval provided in Section II of this document.**

////////////////////////////////////
DECISION: APPROVAL WITH CONDITIONS
 //////////////////////////////////////

Planning Department: _____ Date: _____
Heather Richards, Planning Director

I. APPLICATION SUMMARY:

Subject Property & Request

The subject site is located at 600 SE Baker St., Tax Lots R4420DD 00101 and 00200. **See Figure 1 (Vicinity Map, Aerial Photo, and Street View Photos).** The property is zoned O-R (Office/Residential) and F-P (Floodplain). The proposed development is on the front portion of the property with O-R zoning. **See Figure 2 (Zoning Map).** **See Figure 3** for proposal.

Existing Conditions

Together, tax lots 101 and 200 are approximately 6.2 acres, including the portion of the property in the F-P zone and the portion in the O-R zone. The portion in the O-R zone is approximately 3 acres.

The property is undeveloped. The central portion of the O-R zoned part of the property is covered in grass and is relatively free of trees and shrubs. The riparian areas have trees and vegetative cover. There is a significant amount of aged and deteriorated asphalt near Cows Street.

The property was rezoned in 2018, enacted by Ordinance 5061, which contains conditions of approval related to tree preservation. Ordinance 5061 includes conditions of approval that require preservation of the “large coniferous tree on the western portion of the site” as well as the “large oak tree immediately southwest of the large coniferous tree”.

Proposal

See Figure 3. The application materials are also attached, and high resolution digital files can be accessed via the electronic copy of the packet materials.

The proposed development is a new office building for MV Advancements. The proposed structure is approximately 7,000 square feet, generally on the northerly portion of the O-R portion of the property, with access from the north side of the property (SE Cows St.) around the building.

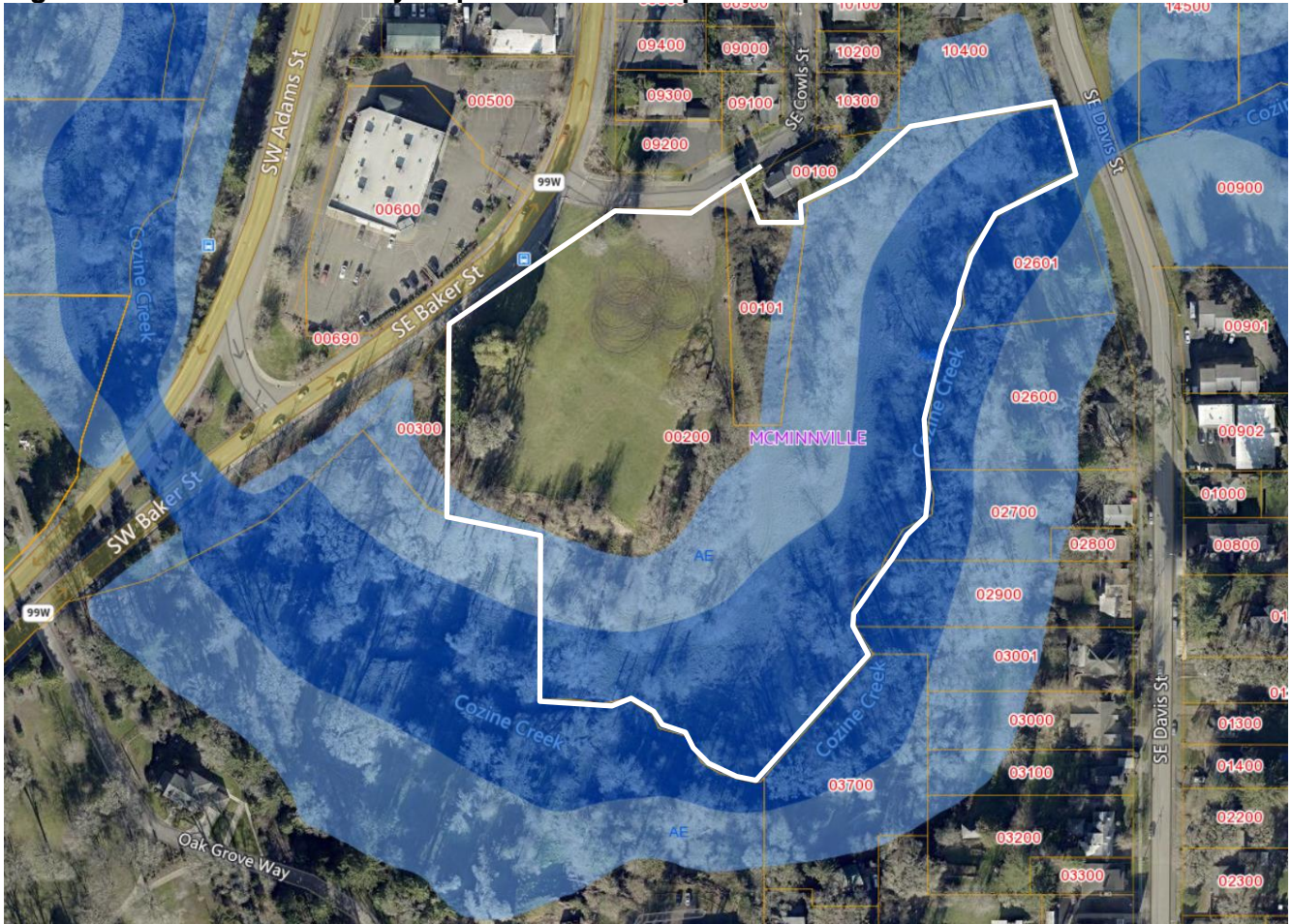
The proposed landscape plan includes landscape islands with trees distributed throughout the parking area and includes screening of the trash enclosure.

Below is a summary of some key issues. Staff has recommended conditions of approval to address these items.

- The site plan and civil drawings haven't yet received final approval. City Engineering has indicated that right-of-way (ROW) dedication and street widening may be required on Cows Street to meet minimum street standards. Landscaping may need to be adjusted to accommodate the dedication and widening. That could be achieved by shifting proposed landscaping to the south without reducing the required landscaping below seven percent and without substantial changes to the landscape plan.
- There are existing curb-tight sidewalks along the Baker Street and Cows Street frontages. There is space within the public right-of-way along Baker Street for planting of street trees behind the sidewalk, but not on Cows Street. Proposed trees near Cows Street will be private trees on private property. This would also apply if additional right-of-way dedication is needed along the Cows Street frontage.
- Additional trees should be added along the Cows street frontage comparable to the standards for size and spacing of street trees as specified in Section 17.58.090(B) of the Zoning Ordinance.

- The property was rezoned in 2018. The ordinance that rezoned the property, Ordinance 5061, includes some specific conditions related to landscaping and trees. One of the conditions requires protection of “existing large cedar tree” and a nearby large oak tree.
- The property to the east is zoned residential, and the subject property is subject to screening requirements between office use and the residentially zoned property and use.

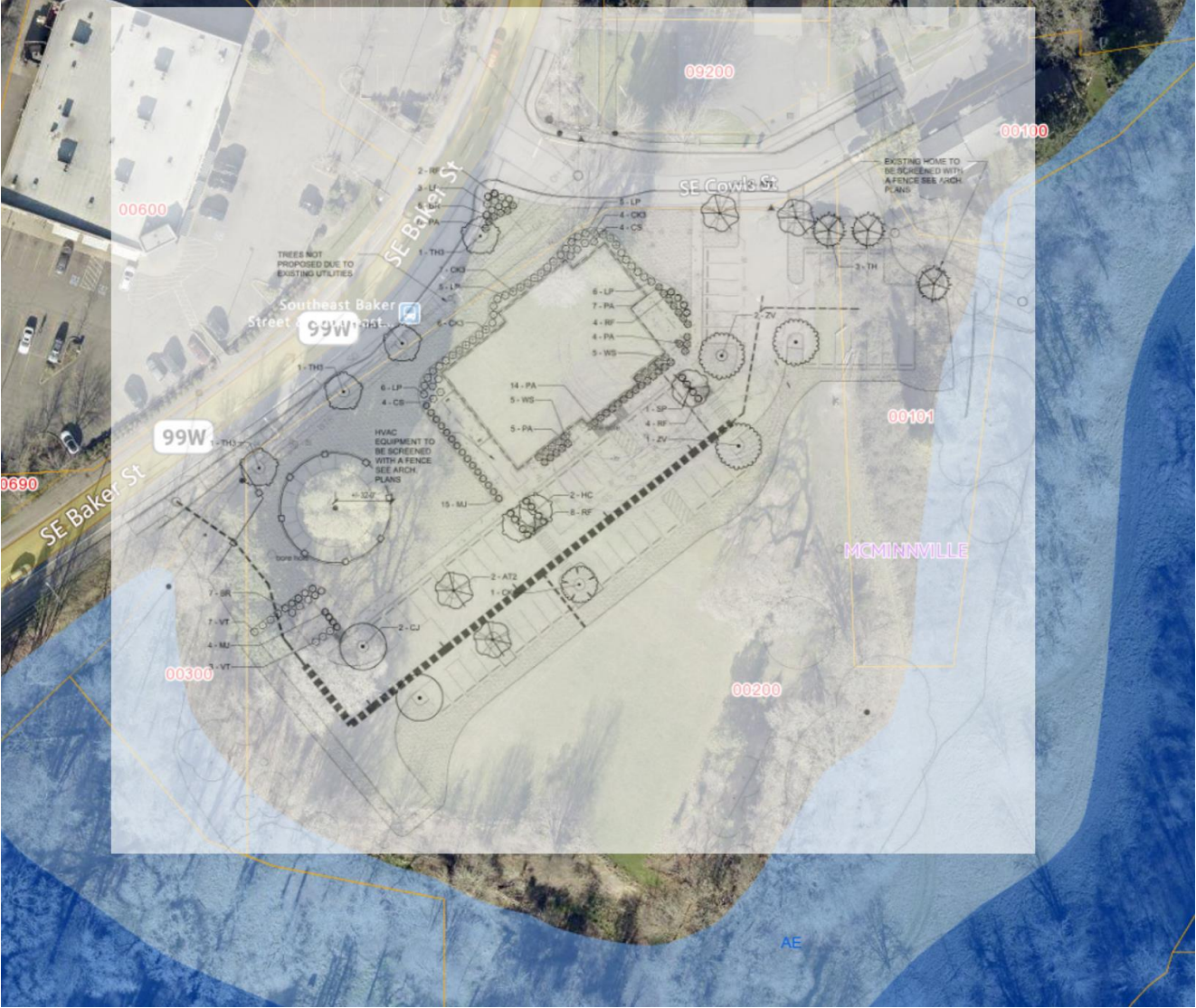
Figure 1: Aerial Photo/Vicinity Map/Street View Maps



Enlargement of Project Area



Project Area with Landscape Plan Overlay



Frontage of Site from SE Cows St



Frontage of Site from SE Baker St

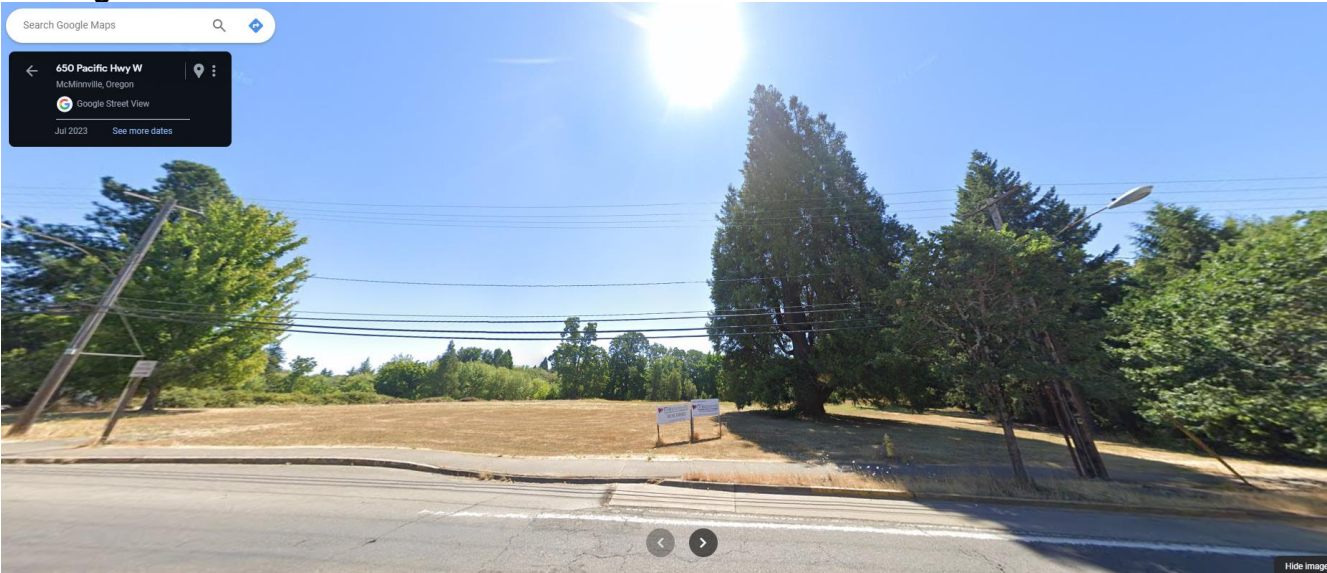


Figure 2: Zoning Map

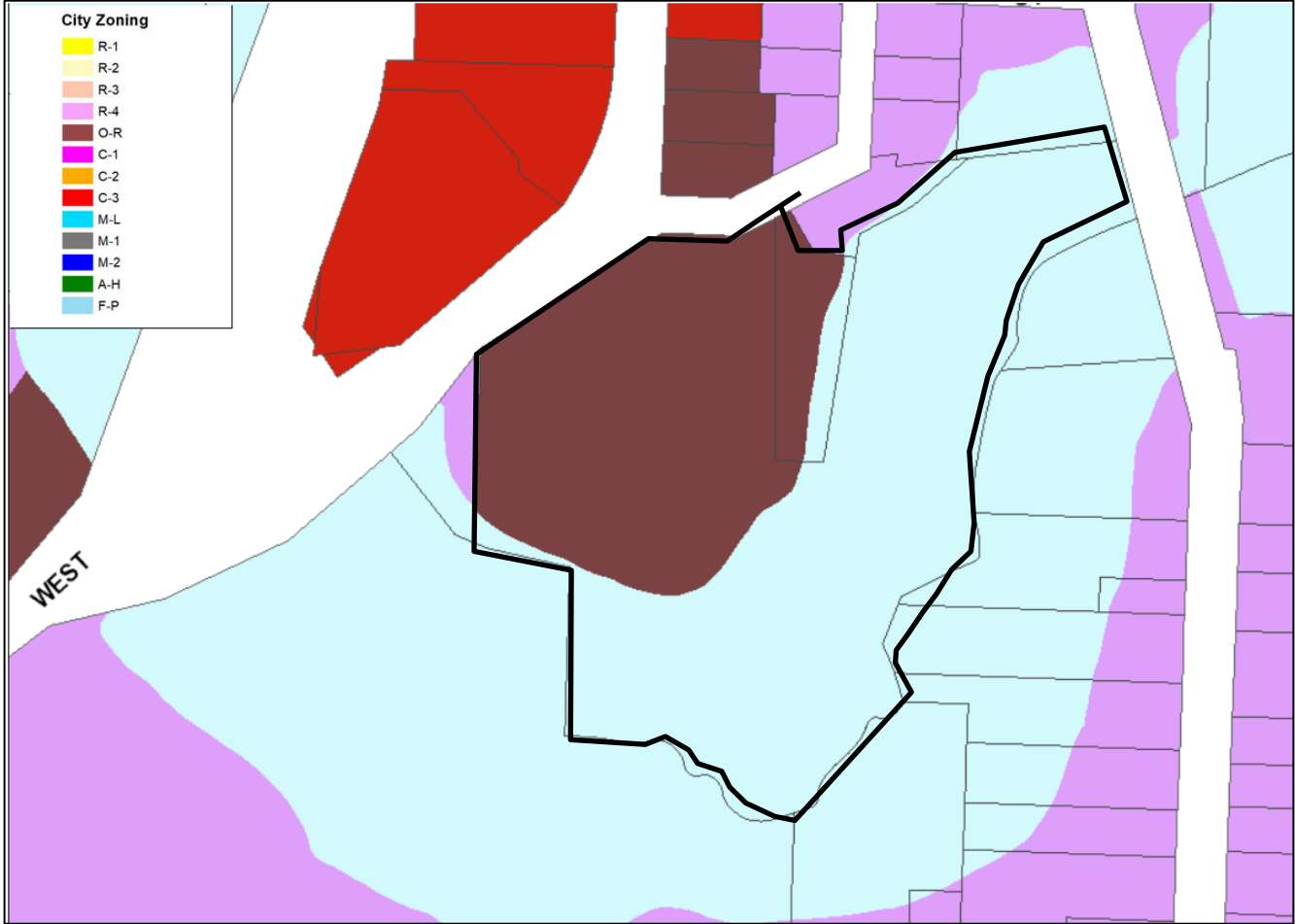
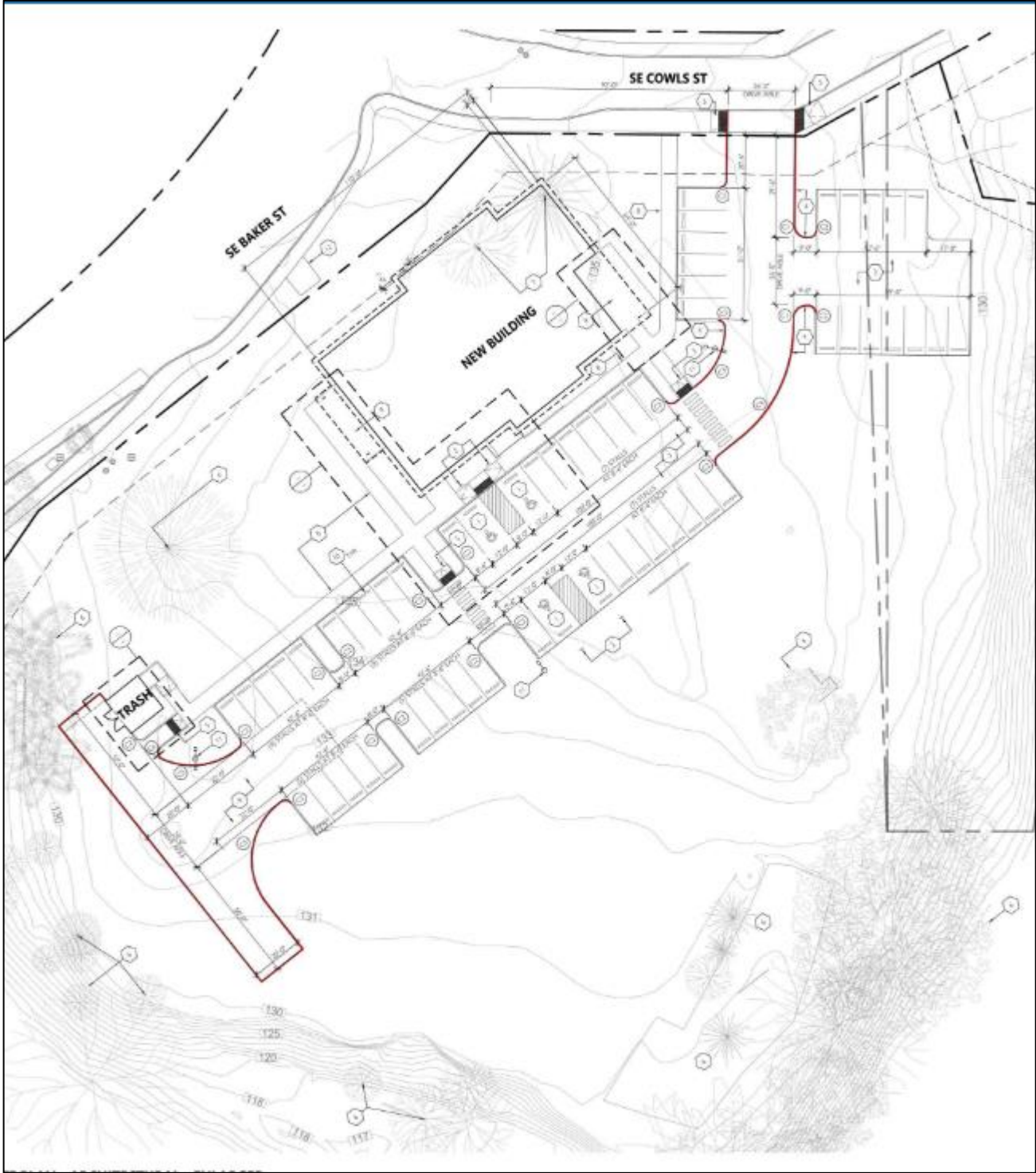



Figure 3a. Applicant's Proposed Site Plan



Site plan for the proposed 100,000 sq ft building at 10000 10th Ave S. The plan shows the building footprint, parking lot, and surrounding landscape. Key features include:

- Building Footprint:** A large, irregularly shaped building footprint with a central courtyard.
- Parking Lot:** A parking lot located to the south of the building, with a dashed line indicating a proposed fence line.
- Landscape:** The plan includes numerous callouts for trees and shrubs, such as 1-THO, 2-RF, 3-LP, 5-BR, 6-PA, 1-THO, 1-CK3, 5-LP, 5-CK3, 6-LP, 7-PA, 4-RF, 4-PA, 5-WS, 14-PA, 5-WS, 5-PA, 15-MU, 2-HC, 8-RF, 2-AT2, 1-CK3, 2-CJ, 7-BR, 7-VT, 4-MU, 3-VT, 2-ZV, 1-SP, 4-RF, 1-TH, 3-TH, and 2-AT2.
- Notes:**
 - TREES NOT PROPOSED DUE TO EXISTING UTILITIES
 - HVAC EQUIPMENT TO BE SCREENED WITH A FENCE SEE ARCH. PLANS
 - EXISTING HOME TO BE SCREENED WITH A FENCE SEE ARCH. PLANS
- Dimensions:** A circular feature is labeled with a diameter of 40'-32" and a note "to be held".

Figure 3c. Plant Schedule

| PLANT SCHEDULE | | | | | |
|---|------|-----|---------------------------------|-------------------------------------|-----------|
| SYMBOL | CODE | QTY | BOTANICAL NAME | COMMON NAME | SIZE |
| TREES | | | | | |
|  | AT2 | 4 | ACER TATARICUM 'GINNALA 'FLAME' | FLAME AMUR MAPLE | 1.5" CAL. |
|  | CJ | 2 | CERCIDIPHYLLUM JAPONICUM | KATSURA TREE | 1.5" CAL. |
|  | CK | 1 | CORNUS KOUSA | KOUSA DOGWOOD | 1.5" CAL. |
|  | HC | 2 | HALESIA CAROLINA | SILVERBELL | 1.5" CAL. |
|  | SP | 1 | STYRAX JAPONICUS | JAPANESE SNOWBELL | 1.5" CAL. |
|  | ZV | 3 | ZELKOVA SERRATA 'VILLAGE GREEN' | VILLAGE GREEN JAPANESE ZELKOVA | 1.5" CAL. |
| EVERGREEN TREES | | | | | |
|  | TH | 3 | THUJA PLICATA 'HOGAN' | HOGAN WESTERN RED CEDAR | 6' HT. |
| SMALL TREES | | | | | |
|  | TH3 | 4 | TILIA CORDATA 'HALKA' | SUMMER SPRITE® LITTLELEAF LINDEN | 1.5" CAL. |
| SHRUBS | | | | | |
|  | BR | 12 | BERBERIS THUNBERGII 'ROSE GLOW' | ROSE GLOW JAPANESE BARBERRY | 1 GAL. |
|  | CS | 8 | CHOISYA TERNATA 'SUNDANCE' | SUNDANCE MEXICAN MOCK ORANGE | 1 GAL. |
|  | CK3 | 17 | CORNUS SERICEA 'KELSEY' | KELSEY'S DWARF RED TWIG DOGWOOD | 1 GAL. |
|  | LP | 25 | LONICERA PILEATA | PRIVET HONEYSUCKLE | 1 GAL. |
|  | MJ | 19 | MISCANTHUS SINENSIS | EULALIA GRASS | 1 GAL. |
|  | PA | 36 | PENNISETUM ALOPECUROIDES | FOUNTAIN GRASS | 1 GAL. |
|  | RF | 18 | ROSA X 'MOARE' | FLOWER CARPET® RED GROUNDCOVER ROSE | 1 GAL. |
|  | VT | 10 | VIBURNUM TINUS | LAURUSTINUS | 1 GAL. |
|  | WS | 10 | WEIGELA FLORIDA 'BOKRASPIW' | SPILLED WINE® WEIGELA | 1 GAL. |

Attachments :

Attachment 1 – Application and Attachments

Figure 3d. Landscape Area Calculations

| LANDSCAPE REQUIREMENTS | |
|-------------------------------------|--------------|
| TOTAL SITE AREA | ≈ 344,610 SF |
| LANDSCAPE AREA REQUIRED 10% OF SITE | = 34,461 SF |
| LANDSCAPE ARE PROPOSED 88% OF SITE | = 306,284 SF |

Summary of Criteria

Decisions and/or recommendations for approval of the land use application are dependent upon whether the application meets state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code (MMC). The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria.

The proposed development is on land zoned O-R (Office/Residential). McMinnville Municipal Code (MMC) Section 17.57.030 requires landscaping for development in the O-R zone. Therefore, landscaping is required subject to the criteria and standards described in MMC Chapter 17.57-Landscaping. The Street Tree Plan required by Chapter 17.58 is reviewed as part of the Landscape Plan Review.

II. CONDITIONS:

1. Prior to issuance of a building permit, the applicant shall submit a revised landscape plan to the Planning Department for review and approval, incorporating applicable revisions described in conditions below.
 - a. The site plan and landscape plan indicate some referenced to the City of Tualatin standards and shall be removed or revised to reflect City of McMinnville standards as applicable standard.
 - b. If right-of-way dedication and street widening is required, adjust the proposed plantings to shift south to accommodate the improvement.
 - c. Where planting schedule specifies 1.5" caliper trees for street trees, this shall be revised to specify 2" caliper street trees per
 - d. Show the location of the cedar and oak trees to be preserved per conditions of approval of Ordinance 5061. Note: The tree protection plan shows trees not shown on the landscape plan. Prior to site work, trees shall be protected consistent with the tree protection plan.
 - e. The site plan and landscape plan shall be updated to show location and details of fencing and screening required between development and existing residentially-zoned property and use to the east, to be sight-obscuring. If proposed location is within sanitary sewer easement, obtain approval from the Engineering Department.

- f. Provide information about the mature growth characteristics for shrubs and demonstrate plantings at the intersection of Baker and Cows will be of characteristics and maintained to comply with clear vision requirements and not exceed three feet in height.
- g. Indicate the proposed groundcover material where not specified on the landscape plan or in the plant schedule.
- h. Provide information about mature size characteristics of proposed plants for trash enclosure screening, to be a minimum of three feet in height at time of planting, to grow to fully screen the enclosure, and to be evergreen.
- i. Identify any proposed artificial lighting and sufficient information regarding the method of shielding/downcast lighting to demonstrate artificial lighting which may be provided shall be deflected as not to shine or create glare in any residential zone or on any adjacent dwelling.
- j. The survey for the property provided by the applicant indicates existing trees near the northwest corner of the site which are not shown on the landscape plan and are not shown as proposed for retention or removal. Update the landscape plan to show those trees and whether they will be retained or removed.
- k. Additional trees should be added along the Cows street frontage comparable to the standards for size and spacing of street trees as specified in Section 17.58.090(B) of the Zoning Ordinance.

NOTE: Staff has requested that the applicant update the Plant Schedule to include information regarding the mature sizes of plant materials before the February 21, 2024 meeting.

NOTE: If bus stop is present along frontage of Baker Street as referenced in plans, consider adjusting street trees along Baker Street to provide shading.

- 2. Ensure provisions of sleeving for irrigation to all irrigated planting areas.
- 3. Once approved, the applicant shall install landscaping as shown on the revised and approved landscape plans addressing the items above. Landscaping shall be installed prior to final inspection for the building permit, or the applicant shall provide financial surety equal to 120% of the installed landscaping cost as specified in the Zoning Ordinance, and landscaping shall be completed no later than 6 month from final inspection.

NOTE: If there are on-site utility easements with utilities running underneath portions of landscape end islands, please ensure trees are planted outside of the easement and clearance areas.

- 4. All landscaping approved by the Landscape Review Committee and required as conditions of approval shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.
- 5. 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.

6. Planting of street trees shall be subject to the McMinnville design drawings and specification. The applicant shall provide root barrier protection per specification in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of the tree, 10 feet in width. 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. Street trees shall be staked per specification.
7. Private trees planted near the back of public sidewalk also require root barrier between the trees and back of sidewalk.
8. 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.
9. The applicant is reminded that street trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
10. 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.
11. All 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.
12. Lighting of parking and landscaped areas shall be directed into or on the site and away from property lines. Building accent lighting shall be directed and/or shielded to place light on the intended target, and not result in skyward glare.
13. As specified in Section 17.57.050, all completed landscape projects shall be inspected by the Planning Director or their designee. Said projects shall be found to be in compliance with the approved plans prior to the issuance of an occupancy certificate for the structure, or prior to any security or portion thereof being refunded to the applicant. Minor changes in the landscape plan shall be allowed, as determined by the Planning Director or their designee, as long as they do not alter the character and aesthetics of the original plan.

NOTE: Prior to building permits, the applicant shall obtain all applicable federal, state, and local permits; including any permits that may be required from DEQ and DSL.

III. ATTACHMENTS:

1. L 3-24 Application and Attachments (on file with the Planning Department)

IV. COMMENTS:

Agency Comments

Attachments :

Attachment 1 – Application and Attachments

This matter was referred to the following public agencies for comment: McMinnville Public Works, McMinnville Engineering, McMinnville Water and Light, and the Oregon Department of Transportation.

Comments may still be received through February 20, 2024 and will be provided to the Committee before or at the meeting. The following comments were received:

City of McMinnville Public Works:

No comments as of 2/16/2024

McMinnville Water and Light

Water: Call for locates. Protect water utilities in the area. For clearances around water meters see spec detail; WMCLEAR (Available upon request).

Power: The location of the electric meter has not been determined at this point. Once determined the landscaping may need to be adjusted to allow for code clearances.

McMinnville Engineering

- The applicant will enter into a Construction Permit Agreement with the City's Engineering Department.
- Provide the City with an approved 1200C Permit from DEQ or provide the City with written documentation from DEQ that a 1200C permit is not required.
- ADA Sidewalk and Driveway Standards are now being applied to all new construction and remodels. These standards are intended to meet the current ADA Standards as shown in the "PROWAG" Design Guidelines. The standards can be found at the following webpage: <https://www.access-board.gov/files/prowag/PROW-SUP-SNPRM-2013.pdf> prior to final occupancy, the applicant shall construct new driveways and sidewalks in the right-of way that conform to these standards.
- Street grades and profiles shall be designed and constructed to meet the adopted Land Division Ordinance standards and the requirements contained in the Public Right-of-Way Accessibility Guidelines (PROWAG).
- Additional Right-of-Way Dedication may be required along SE Cows Street and the street shall be improved to local residential standard per the Transportation System Plan and have the City's typical crowned section. The width of improved SE Cows Street curb to curb should be typically 28' with right-of-way width of 50'. ROW dedication will be required prior to final Plat. Street improvements will be required prior to final occupancy.
- The applicant shall secure all required state and federal permits, including, if applicable, those related to construction of the storm drain outfalls, the federal Endangered Species Act, Federal Emergency Management Act, and those required by the Oregon Division of State Lands, U.S. Army Corp of Engineers, and DEQ. Copies of the approved permits shall be submitted to the City prior to the City issuing permits.
- That the applicant submit evidence that all fill placed in the areas where building sites are expected is engineered. Evidence shall meet with the approval of the City Building Division and the City Engineering Division.
- That final development plans for the subject site include a detailed storm drainage plan which incorporates the requirements of City's Storm Drainage Master Plan. This plan must

Attachments :

Attachment 1 – Application and Attachments

be submitted to, and approved by, the City Engineering Department prior to issuance of any development permits. Any utility easements needed to comply with the approved plan must be reflected on the final plat. If the final storm drainage plan incorporates the use of collection systems and easements, such must be private, rather than public, and private maintenance agreements must be approved by the City for them.

- The final development plans for the subject site include a detailed sanitary sewerage collection plan which incorporates the requirements of City's Collection Systems Facilities Plan. This plan must be submitted to, and approved by, the City Engineering Department prior to issuance of any development permits. Any utility easements needed to comply with the structures located within the subject site are required to connect to the sanitary sewer systems as soon as service is available.
- The sidewalk width on SE Cows Street and SE Adams Street should be 5 feet.
- If final approved civil plans conflict with previously approved landscape and irrigation plans, the landscape and irrigation plans will need to be revised to reflect final civil design.
- Any landscape and irrigation required for any stormwater detention facilities will be reviewed with the civil engineering design submittal.
- Provide the City with approved ODOT permits for HWY 99W frontage Improvements.

ODOT

No concerns from ODOT on the planting layout. Irrigation in the state right-of-way should be limited to drip lines only. Permanent piping and control boxes should be placed on private property.

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

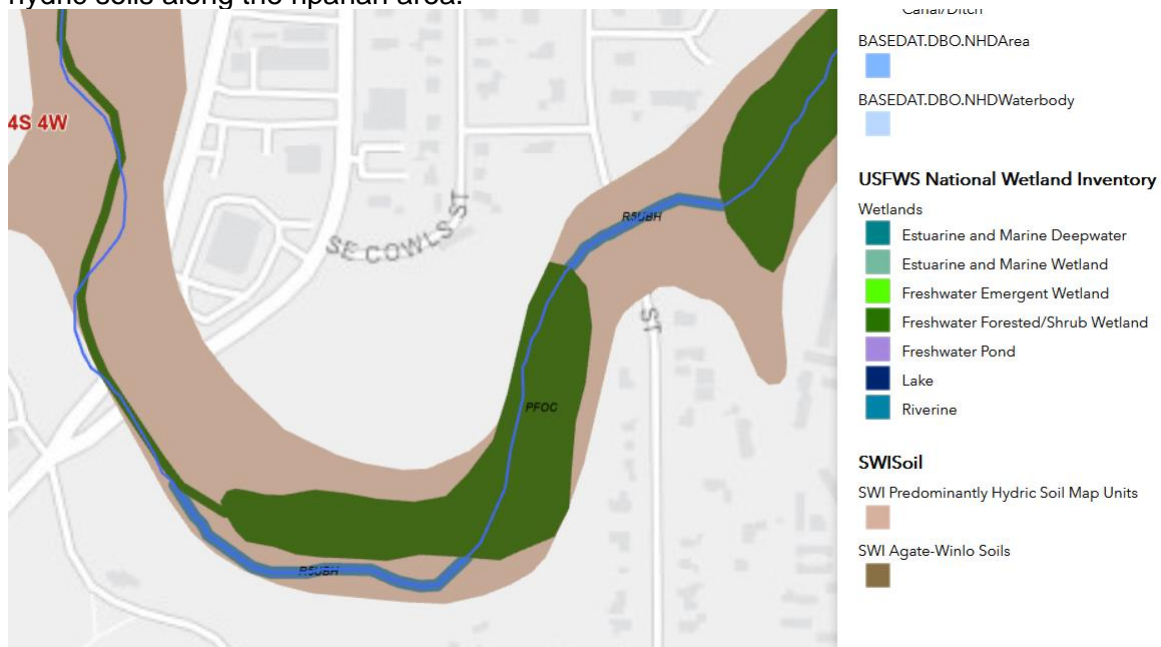
1. The application was submitted on January 23, 2024.
2. The application was deemed complete January 30, 2024. Based on that date, the application is subject to a 30-day review timeframe.
3. Notice of the application was referred to the following public agencies for comment on February 6, 2024: McMinnville Public Works, McMinnville Engineering, McMinnville Water and Light, and ODOT. Comments received from public agencies are addressed in this Decision Document.
4. No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the public meeting.
5. A public meeting was held by the Landscape Review Committee on February 21, 2024, to review the application and proposed landscape plan.

Attachments :

Attachment 1 – Application and Attachments

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** 600 SE Baker St., Tax Lot R4420DD 00101 and 00200
2. **Size:** Tax Lots 101 and 200 total approximately 6.21 acres
3. **Comprehensive Plan Map Designation:** Commercial
4. **Zoning:** O-R and F-P. Property to the north across SE Cows St. is zoned O-R. Property to the east is zoned R-4. Property to the south is zoned R-4PD. Properties along the creek are also partially within the F-P zone.
5. **Overlay Zones/Special Districts:** Airport Overlay: Conical Zone.
6. **Current Use:** None
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** None Identified
 - b. **Other:** None identified
8. **Other Features:** The statewide wetlands inventory map shows wetlands and predominantly hydric soils along the riparian area.



9. **Utilities:** Utilities are available to the site. Overhead utilities are present along the frontage of SE Baker St. There are utility easements present on the property.
10. **Transportation:** The property has frontage on SE Cows St. and SE Baker St. This section of SE Cows St. is designated as a local street. This section of SE Baker St. is designated in the TSP as a Major Arterial.

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.

Attachments :

Attachment 1 – Application and Attachments

McMinnville Zoning Ordinance

The following Sections of the McMinnville Zoning Ordinance provide criteria applicable to the request:

Chapter 17.57 Landscaping

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

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

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

The guidelines and standards contained in this chapter serve to help McMinnville realize the objectives noted above. These guidelines and standards are intended as minimum standards for landscape treatment. Owners and developers are encouraged to exceed these in seeking more creative solutions both for the enhanced value of their land and for the collective health and enjoyment of all citizens of McMinnville.

The landscaping provisions in Section 17.57.070 are in addition to all other provisions of the zoning ordinance which relate to property boundaries, dimensions, setback, vehicle access points, parking

provisions and traffic patterns. The landscaping objectives shall also seek to accomplish the purposes set forth in Section 17.03.020.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. Subject to conditions of approval, the proposed landscape plan is consistent with the purpose of this chapter.

Findings regarding any of the potentially applicable landscaping, buffering, and/or screening provisions of other Chapters of the Zoning Ordinance summarized below are addressed in the respective sections of these findings, if applicable:

- Any requirements of the subject zone;
- Any applicable provisions of Chapter 17.60 for parking lot screening and buffering;
- Any applicable provisions of Chapter 17.61 for landscaping, screening, and setbacks for solid waste enclosures;
- Any applicable provisions of Chapter 17.24 O-R zone requiring screening between O-R and residential use and zoning.

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

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED/APPLICABLE. The proposed development is within the O-R (Office/Residential) 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:

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

...

APPLICANT'S RESPONSE: [Please see calculations on, application form.]

| LANDSCAPE REQUIREMENTS | |
|-------------------------------------|--------------|
| TOTAL SITE AREA | ≈ 344,610 SF |
| LANDSCAPE AREA REQUIRED 10% OF SITE | ≈ 34,461 SF |
| LANDSCAPE ARE PROPOSED 88% OF SITE | ≈ 306,284 SF |

FINDING: SATISFIED.

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

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The property to the east is R-4 residential. As a condition, the proposed screening and landscaping along the east property line shall be compatible with the project and those properties.

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The proposed screening and landscaping of the frontage parking areas and front face of building is suitable for the front-facing portion of the property. With conditions of approval, the proposal is consistent with requirements for screening relative to other uses.

17.57.070(B)(3). *The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The site is generally level and existing trees to remain have a protection plan in place to preserve them. The tree retention/removal plan shows some trees that are not shown on the landscape plan.

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The applicant's landscape plan demonstrates compliance with this requirement.

17.57.070(B)(5). *The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The applicant's plan demonstrates compliance.

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The applicant is proposing an automatic irrigation system with details provided on Sheet L 2.1.

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. This is a requirement of the Zoning Ordinance and has also been incorporated as a condition of approval.

Chapter 17.58. Trees

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. Suitable street trees along Basker Street are proposed at back of sidewalk on Baker Street. Private trees along Cows are proposed behind sidewalk. Additional trees are needed in order to meet spacing requirements as called out in the code. Conditions are included to address applicable requirements.

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. Street trees and landscaping are to be planted behind the curb-tight sidewalk in the right-of-way where applicable.

17.58.090 Street Tree Standards.

17.58.090(A). *The species of the street trees to be planted shall be chosen from the McMinnville Street Tree List, as approved by Resolution 2016-22, unless approval of another species is given by the McMinnville Landscape Review Committee. The Landscape Review Committee may periodically update the McMinnville Street Tree List as necessary to reflect current arborist practices and industry standards.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The applicant has proposed street trees selected from the City's street tree list with trees which are suitable for planting under overhead utilities.

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. A condition of approval is included to ensure that street trees shall meet City standards for size and quality at the time of planting.

17.58.090(C). *Small or narrow stature trees (under 25 feet tall and less than 16 feet wide branching) should be spaced no greater than 20 feet apart; medium sized trees (25 feet to 40 feet tall, 16 feet to 35 feet wide branching) should be spaced no greater than 30 feet apart; and large trees (over 40 feet tall and more than 35 feet wide branching) should be spaced no greater than 40 feet apart. Within residential developments, street trees should be evenly spaced, with variations to the spacing permitted as approved by the City for specific site limitations and safety purposes. [...]*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The trees selected for the available planting areas shall be consistent with this standard. The street tree plan shows planting to meet spacing requirements while avoiding utility conflicts.

17.58.090(D). *When located adjacent to a local residential street or minor collector street, street trees shall be planted within a curbside landscape strip measuring a minimum of three (3) feet in width. Street trees adjacent to major collector streets or arterial streets shall be placed a minimum of four (4) feet from the back edge of the sidewalk. In no case shall a tree be planted closer than two and one-half (2 1/2) feet from the face of a curb.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. Due to curbtight sidewalk, street trees will be planted behind the sidewalk consistent with applicable adopted complete street standards a condition of approval.

17.58.090(E). *Street trees shall not be planted within ten (10) feet of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines, or within twenty (20) feet of street light standards or street intersections, or within five (5) feet of a private driveway or alley. New utility poles shall not be located within five (5) feet of an existing street tree. Variations to these distances may be granted by the Public Works Director and as may be required to ensure adequate clear vision.*

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APPLICANT’S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. The street trees shall be located and planted per the conditions of approval, including the requirements of this standard.

17.58.090(F). Existing street trees shall be retained unless approved by the Planning Director for removal during site development or in conjunction with a street construction project. Sidewalks of variable width and elevation may be utilized as approved by the Planning Director to save existing street trees. Any street tree removed through demolition or construction within the street right-of-way, or as approved by the City, shall be replaced within the street right-of-way at a location approved by the city with a tree, or trees, of similar value. As an alternative the property owner may be required to pay to the City an amount sufficient to fund the planting and establishment by the city of a tree of similar value. The value of the existing street tree to be removed shall be calculated using the methods set forth in the edition then in effect of the “Guide for Plant Appraisal” published by the International Society of Arboriculture Council of Tree Landscape Appraisers. The developer or applicant shall be responsible for the cost of the planting, maintenance and establishment of the replacement tree.

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. Street widening may be required on Cows. If applicable, impacted trees will be replaced with trees behind the sidewalk.

17.58.120 Street Tree Maintenance.

- A. 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, or as may be required by the City.
- B. Street tree plans, or landscape plans including street trees, shall be maintained in perpetuity. In the event that a street tree must be replaced, the adjacent property owner or developer shall plant a replacement tree of a species from the approved street tree or landscape plan.
- C. Maintenance of street trees, other than those located in the Downtown Tree Zone shall be the continuing obligation of the abutting property owner. The City shall undertake regular maintenance of street trees within the Downtown Tree Zone in accordance with appropriate horticultural practices including pruning and fertilizing to properly maintain the health of such trees.
- D. Street trees, as they grow, shall be pruned to provide at least eight (8) feet of clearance above sidewalks and thirteen (13) feet above local streets, fifteen (15) feet above collector streets, and eighteen (18) feet above arterial streets. This provision may be waived in the case of newly planted trees so long as they do not interfere with public travel, sight distances, or endanger public safety as determined by the City. Major pruning, as defined in Section 17.58.020, of a street tree must be approved by the City in accordance with Section 17.58.040.

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. This is an applicable code requirement. In addition, a condition of approval has been included to ensure that the street trees are 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.

Chapter 17.24. O-R Zone

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. Conditions of approval have been included to address requirements for screening and downcast lighting consistent with the requirements of this Chapter.

Chapter 17.52. Airport Overlay Zone

FINDING: SATISFIED/NOT APPLICABLE. The subject property is within the Conical Zone of the Airport Overlay Zone. The proposed landscape plan doesn't conflict with applicable provisions.

Chapter 17.54. General Provisions

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. This Chapter includes provisions addressing clear vision triangles. **See Section 17.54.089. See also Section 17.60.080(C)(4).** All landscaping shall be installed and maintained to comply with vision clearance standards. The proposed landscape plan shows shrubs within the clear vision triangle. These shall be maintained so they don't exceed a height of three feet. The shrubs proposed within the vision clearance triangles are identified as having a mature height of 2 feet.

Chapter 17.61. Solid Waste and Recycling Enclosure Plan

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS. Conditions of approval have been included to clarify that planting screenings for the solid waste enclosure shall meet the requirements of Chapter 17.61.

MD

**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 3-24Date Received 1/23/24Fee \$1,207.00Receipt No. 209291Received by AW569-24-000028-PLNG**Landscape Plan Review Application****Applicant Information**Applicant is: ☐ Property Owner ☐ Contract Buyer ☐ Option Holder ☐ Agent ☒ Other ArchitectApplicant Name CIDA, Inc. Phone 503-226-1285Contact Name Erik Winter

Phone _____

(If different than above)

Address 15895 SW 72nd Avenue, Suite 200City, State, Zip Portland, Oregon 97224Contact Email erikw@cidainc.com**Property Owner Information**Property Owner Name MV Advancements Phone 503-687-2507

(If different than above)

Contact Name Kathy SchlotfeldtPhone 503-793-1095Address 2275 NE McDaniel LaneCity, State, Zip McMinnville, OregonContact Email kathy@madvancements.com**Site Location and Description**

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

Property Address 600 Baker Street | McMinnville, Oregon | 97218Assessor Map No. R4 420DD00200 Total Site Area ~344,610 sf

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation Commercial Zoning Designation Office / Residential (O-R)

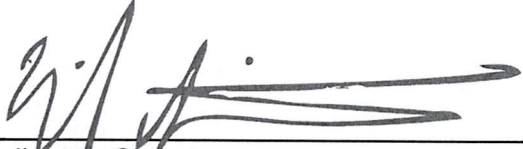
Landscaping Information

1. Total Landscaped Area: ~306,284 sf
2. Percent Landscaped: ~88% > 10% required
3. Building Floor Area:
New Structure: ~7,005 gsf Existing Structure: N/A Addition:
4. Architect Name CIDA, Inc. Phone 503-226-1285
(Landscape Architect; Engineer; or Other Designer)
Contact Name Erik Winter Phone
Address 15895 SW 72nd Avenue, Suite 200
City, State, Zip Portland, Oregon | 97224
Contact Email erikw@cidainc.com

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

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

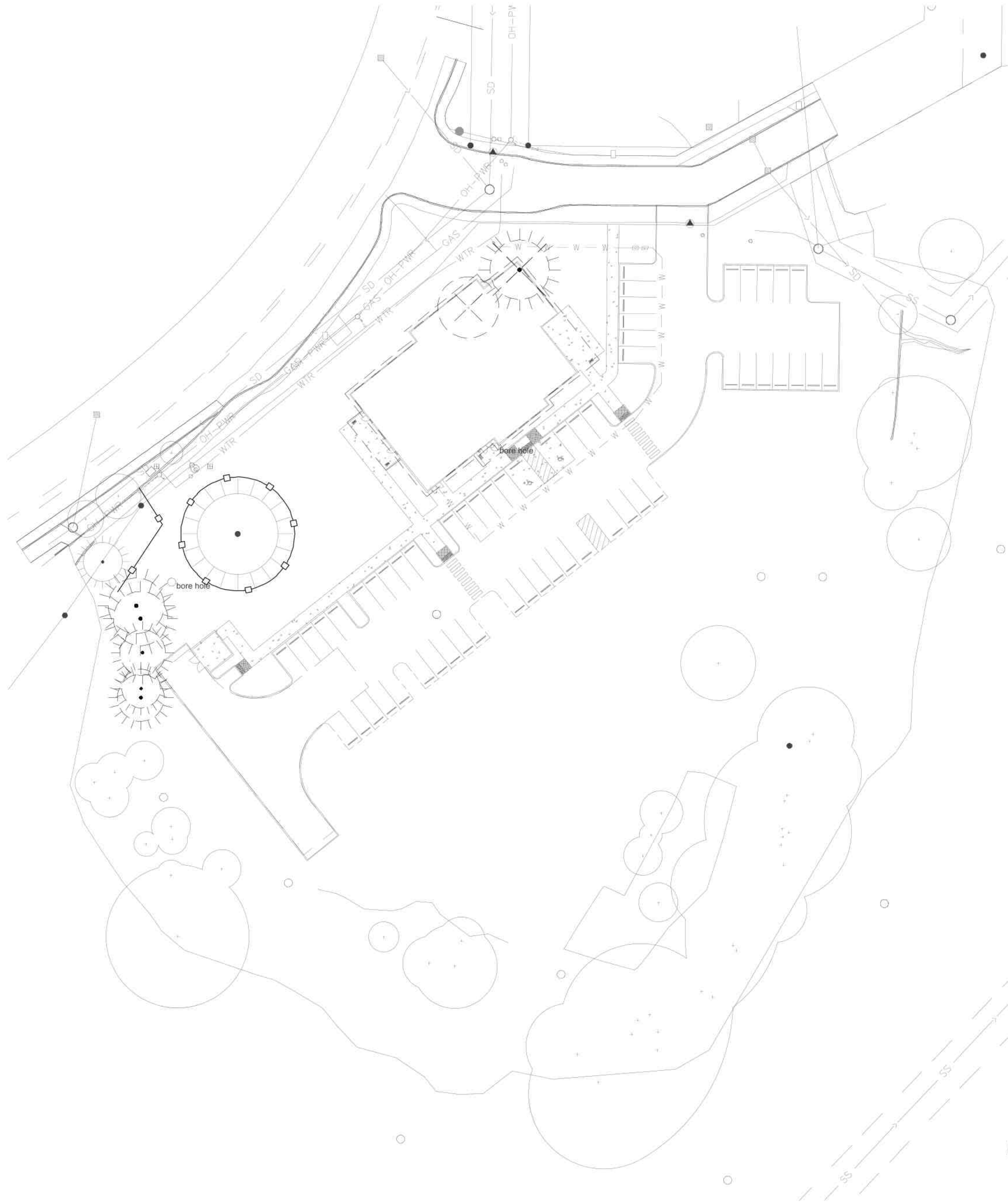
I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.


Applicant's Signature

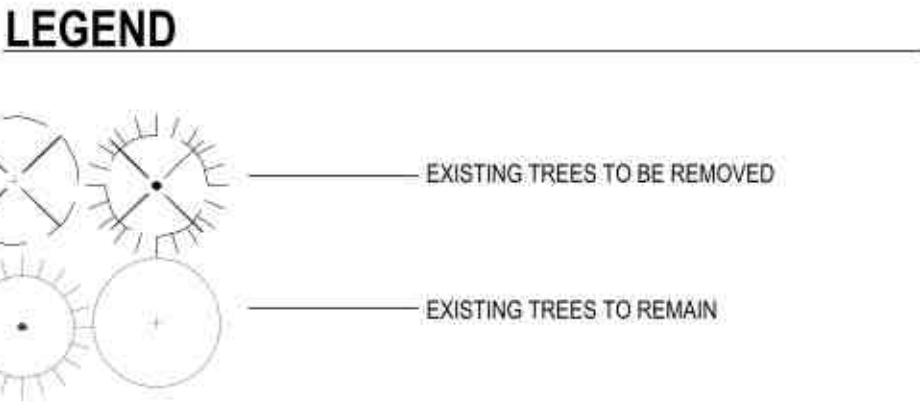
1/4/2024
Date


Property Owner's Signature

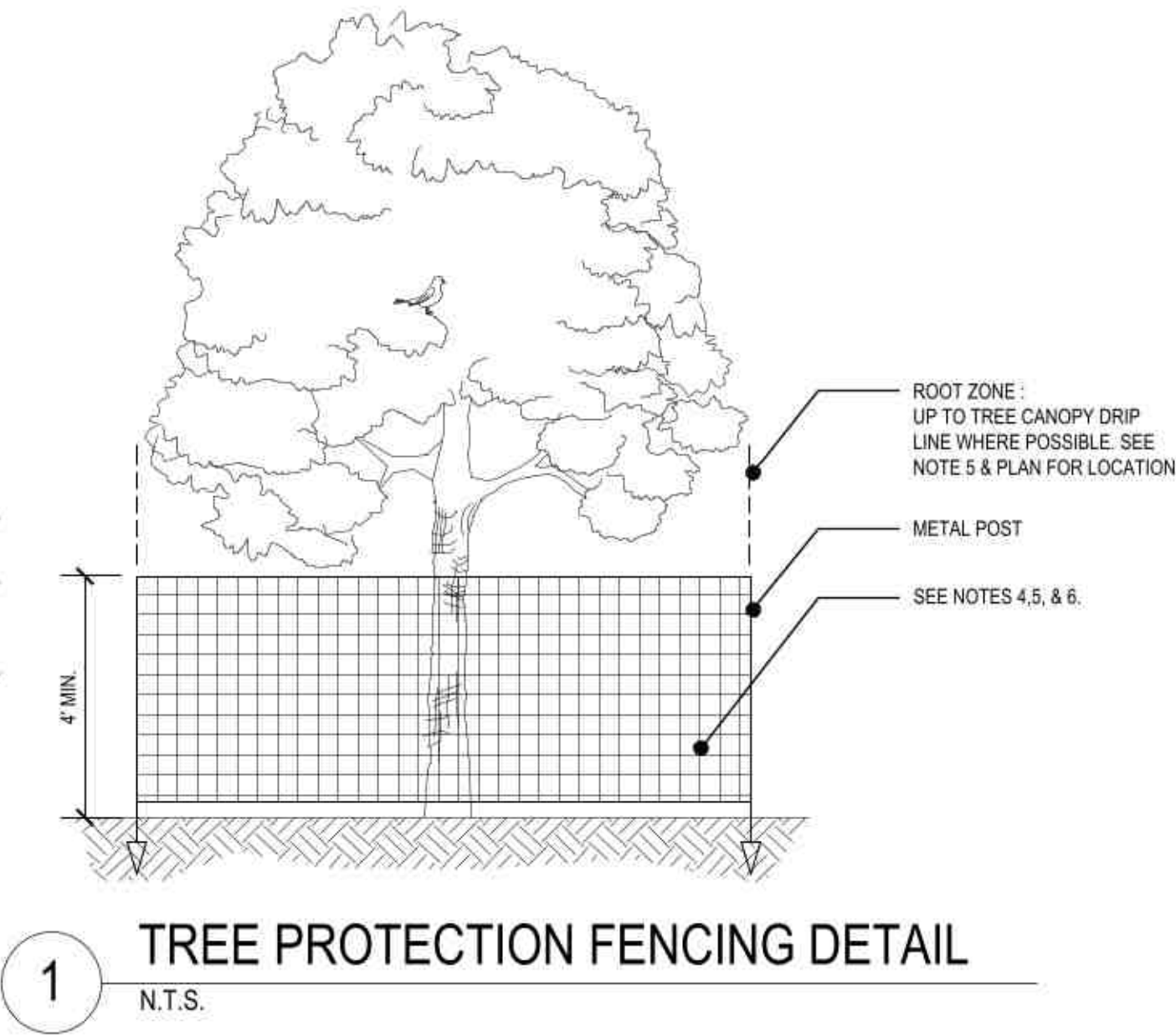
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Date



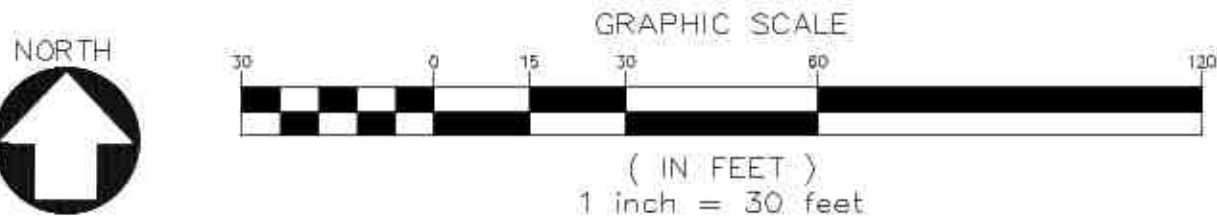
TREE SUMMARY
TREES EXISTING = 58
TREES TO BE REMOVED = 5
TREES TO REMAIN = 53
TREES PROPOSED = 21



1
L1.0



- TREE PROTECTION NOTES:**
- BEFORE WORK IS STARTED, INSTALL TREE PROTECTION FENCING. CONTACT THE PROJECT ARBORIST FOR ASSISTANCE.
 - REFER TO SECTION 34.200 TREE REMOVAL, 34.270 TREE PROTECTION DURING CONSTRUCTION & 73.250 TREE PRESERVATION OF THE TUALATIN CITY CODE.
 - NO ENCROACHMENT OF ANY KIND IS ALLOWED WITHIN THE TREE PROTECTION FENCE ZONE DURING CONSTRUCTION.
 - INSTALL FENCE ON TREE SIDE OF EXISTING CURB FOR ALL TREES TO BE PRESERVED. ROOT PROTECTION ZONE IS AN AREA AROUND A TREE THAT IS BASED ON THE DIAMETER OF THE TREE CANOPY AND BETWEEN EXISTING CURB AND PROPOSED SIDEWALK.
 - FENCING SHALL BE 4-FOOT HIGH ORANGE CONSTRUCTION FENCE WITH METAL POSTS AND BE SECURED TO THE GROUND WITH 6-FOOT METAL POSTS. AVOID DRIVING POSTS OR STAKES INTO MAJOR ROOTS.
 - FENCE SHALL BE INSTALLED PRIOR TO LAND CLEARING, FILLING OR ANY LAND ALTERATION AND SHALL REMAIN IN PLACE UNTIL AFTER CONSTRUCTION IS COMPLETE.
 - NO EXCAVATION OR COMPACTION OF EARTH OR OTHER POTENTIALLY DAMAGING ACTIVITIES ALLOWED WITHIN THE PROTECTION FENCING.
 - WORK WITHIN PROTECTION FENCE SHALL BE DONE MANUALLY. NO STOCKPILING OF MATERIALS, VEHICULAR TRAFFIC, OR STORAGE OF EQUIPMENT OR MACHINERY SHALL BE ALLOWED WITHIN THE LIMITS OF THE FENCING.
 - WITHIN CLEARING/GRADING LIMITS OR AT THE EDGE OF THE CLEARING/GRADING LIMITS, TREE PROTECTION MAY BE INSTALLED AROUND GROUPS OF TREES.
 - DURING WORK, ANY ROOTS GREATER THAN TWO INCHES FOUND DURING EXCAVATION SHALL BE CLEANLY CUT. MULTIPLE ROOT PRUNING EVENTS FOR SINGLE TREES SHALL BE MANAGED & MONITORED BY THE PROJECT ARBORIST.
 - AFTER CONSTRUCTION IS COMPLETE, PROJECT ARBORIST SHALL VERIFY TREE PROTECTION FENCING CAN BE REMOVED.



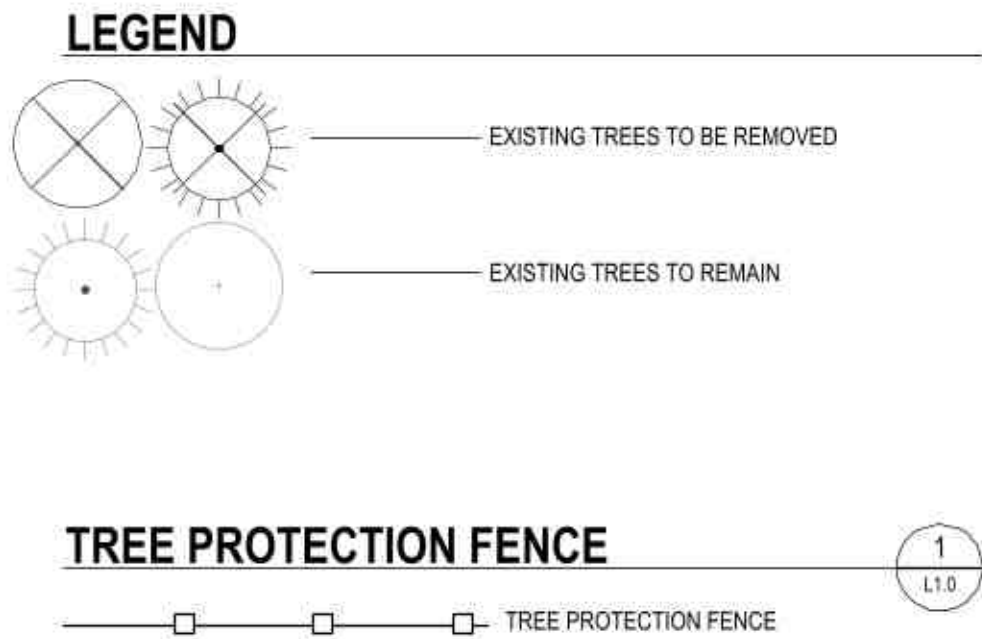
| ISSUED DATE | 1 | 2 | 3 | 4 |
|-------------------------|-----------------------------|-------------------------------|---------------------------------|------------|
| 05/25/2023 | 09/15/2023 | 09/15/2023 | 09/15/2023 | 12/18/2023 |
| 1 | 2 | 3 | 4 | |
| SCHEMATIC DESIGN REVIEW | DESIGN DEVELOPMENT PROGRESS | DESIGN DEVELOPMENT REVIEW SET | DESIGN DEVELOPMENT RE-SUBMITTAL | |



NEW CONSTRUCTION FOR:
**MV ADVANCEMENTS
CENTER FOR ADVANCEMENT**
600 BAKER STREET, McMinnville, OREGON

L1.0
TREE PROTECTION &
REMOVAL PLAN
JOB NO. 220249.01
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| LANDSCAPE REQUIREMENTS | |
|-------------------------------------|--------------|
| TOTAL SITE AREA | ≈ 344,610 SF |
| LANDSCAPE AREA REQUIRED 10% OF SITE | = 34,461 SF |
| LANDSCAPE ARE PROPOSED 88% OF SITE | = 306,284 SF |



1. ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH CURRENT CITY OF MCMINVILLE STANDARDS AND THE OREGON STRUCTURAL SPECIALTY CODE.
2. CONTRACTOR SHALL CONTACT LANDSCAPE ARCHITECT AT LEAST TWO WEEKS PRIOR TO START OF LANDSCAPE WORK TO REVIEW PLANT SUBSTITUTIONS & JURISDICTIONAL REQUIREMENTS.
3. SUBSTITUTIONS WILL NOT BE ACCEPTED UNLESS SPECIFICALLY ACCEPTED IN WRITING BY THE OWNER OR OWNER'S REPRESENTATIVE.
4. VEGETATION, INCLUDING LOCATING AND PROTECTING EXISTING TREES, SHALL BE REMOVED PRIOR TO ANY WORKS NECESSARY TO THE OWNER'S REPRESENTATIVE IMMEDIATELY.
5. DO NOT WILLFULLY PROCEED WITH CONSTRUCTION WHEN UNKNOWN OBSTRUCTIONS AND/OR DIFFERENCES EXIST THAT MAY NOT HAVE BEEN KNOWN DURING DESIGN. IMMEDIATELY NOTIFY OWNER'S REPRESENTATIVE OF ANY UNKNOWN OBSTRUCTIONS AND/OR DIFFERENCES. PRIOR TO REMOVING ANY EXISTING FEATURES, REVIEW AND CONFIRM EXIST OF DEMOLITION WITH OWNER'S REPRESENTATIVE.
6. PROTECT EXISTING ITEMS TO REMAIN DURING CONSTRUCTION. ANY DAMAGE TO EXISTING ITEMS DESIGNATED TO REMAIN I.E. CURBS, WALLS, PLANT MATERIAL, LAWN OR FENCES SHALL BE REPAIRED OR REPLACED AT NO ADDITIONAL COST TO THE OWNER.
7. PRIOR TO THE EXCAVATION OF THE UNDERGROUND UTILITIES, LINES, PIPES, VAULTS, OR BOXES PRIOR TO EXCAVATION, MARK AND PROTECT ALL UTILITIES, SITE FEATURES AND VEGETATION TO REMAIN IN PLACE. ANY DAMAGE TO ANY KNOWN EXISTING UTILITY ELEMENTS SHALL BE REPAIRED PROPERLY AND IMMEDIATELY.
8. REMOVE FROM THE SITE AND LEGALLY DISPOSE OF ALL DEBRIS AND EXCAVATED MATERIAL, NOT REQUIRED FOR FILL, NO RUBBISH OR DEBRIS SHALL BE BURIED ON THE SITE.
9. MAINTAIN ALL ROADWAYS AND PAVED PATHWAYS CLEAN AND FREE OF CONSTRUCTION MATERIALS AND DEBRIS, PROVIDING NECESSARY DUST CONTROL WHERE REQUIRED.
10. COORDINATE AND SCHEDULE ALL WORK WITH THE LANDSCAPE ARCHITECT.
11. INSTALL EROSION CONTROL SYSTEMS IN ACCORDANCE WITH CITY OF MCMINVILLE STANDARDS PRIOR TO SITE WORK AND LANDSCAPE INSTALLATION.
12. CONTRACTOR SHALL PROVIDE TOPSOIL, SOIL AMENDMENTS, AND EROSION CONTROL.
13. CONTRACTOR SHALL SUBMIT CERTIFIED TOPSOIL ANALYSIS REPORT FOR OWNER'S APPROVAL PRIOR TO PLANT INSTALLATION. SEE SPECS.
14. CONTRACTOR IS RESPONSIBLE FOR ANY AMENDMENTS TO SOIL PH FERTILITY AND/OR DRAINAGE CONDITIONS NECESSARY TO ENSURE PROPER GROWING CONDITIONS FOR PROPOSED PLANTINGS. SEE SPECS.
15. CONTRACTOR SHALL FOLLOW PROVIDER'S INSTRUCTIONS AND RECOMMENDATIONS FOR SEEDING.
16. ALL PLANTS SHALL BE IRRIGATED BY A FULLY AUTOMATED, PERMANENT IRRIGATION SYSTEM UNLESS OTHERWISE NOTED. SEE SPECS.
17. PRIOR TO ACCEPTANCE, CONTRACTOR SHALL PROVIDE AND MAINTAIN FULL PLANS OF THE INSTALLATION, COPIES OF ALL OPERATION MANUALS AND WARRANTY DOCUMENTS.
18. ALL NEW PLANTS IN LANDSCAPE AREAS SHALL BE WARRANTED FOR A PERIOD OF ONE YEAR FROM THE DATE OF FINAL ACCEPTANCE.
19. COORDINATE INSTALLATION PLANTING MATERIALS WITH IRRIGATION. PLANT ONLY IN AREAS WHERE THE IRRIGATION SYSTEM IS COMPLETE AND FULLY OPERATIONAL.

25. PROVIDE PLANT MATERIAL THAT IS HEALTHY NURSERY STOCK, WELL BRANCHED, AND FULL FOLIATED WHEN IN LEAF; AND FREE FROM DISEASE, INJURY, INSECTS, WEEDS AND WEED ROOTS

26. PLANT MATERIALS NOT MEETING SPECIFICATION REQUIREMENTS WILL BE REJECTED.

27. ASSEMBLE ALL PLANTS FOR EACH INSPECTION AT ONE LOCATION FOR INSPECTION TO BE COMPLETED IN ONE VISIT. ANY FURTHER INSPECTION REQUIRED DUE TO PLANTS BEING UNAVAILABLE, REJECTED, AND/OR NOT
28. MEETING SPECIFICATIONS SHALL BE CHARGED TO THE CONTRACTOR AT THE CURRENT HOURLY RATE FOR THE LANDSCAPE ARCHITECT PERFORMING THE INSPECTION.
29. OWNER RETAINS RIGHT TO OBSERVE TREES AND SHRUBS FURTHER FOR SIZE AND CONDITION OF BALLS AND ROOT SYSTEMS, INJURIES, INSECTS, AND LATENT DEFECTS AND TO REJECT UNSATISFACTORY OR DEFECTIVE
30. MATERIAL AT ANY TIME DURING PROGRESS OF WORK.
31. REMOVE REJECTED TREES OR SHRUBS FROM PROJECT SITE WITHIN 24 HOURS.
32. REPLACE PLANT MATERIALS REJECTED BY OWNER AT NO ADDITIONAL EXPENSE TO OWNER.

31. ALL PLANTS SHALL BE INSTALLED ACCORDING TO AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1) AS WELL AS DETAIL DRAWINGS AND SPECIFICATIONS.

32. LAYOUT OF MAJOR PLANTING AREAS AS INDICATED IN THE DRAWINGS ARE APPROXIMATE ONLY; OUTLINE IN THE FIELD LOCATIONS AND IDENTITY OF ALL TREES, SHRUBS AND GROUND COVERS, SUBJECT TO REVIEW AND APPROVAL.

33. **INSPECTION:** NOTIFY THE OWNER 48 HOURS PRIOR TO BEGINNING PLANTING. THE OWNER MAY ADJUST PLANT MATERIAL LOCATION TO MEET FIELD CONDITIONS. DO NOT COMMENCE WITH PLANTING UNTIL OWNER HAS APPROVED THE LOCATION AND YOUT OF ALL PLANT BEDS.

35. IF WORK IS NOT PROMPTLY OR PROPERLY PERFORMED BY THE CONTRACTOR, THE OWNER WILL, AT THEIR DISCRETION, HAVE THE WORK PERFORMED BY OTHERS. THE COST OF THE WORK BY OTHERS WILL BE DEDUCTED FROM THE CONTRACT AMOUNT.

36. MULCH ALL SHRUBS AND GROUND COVER PLANTING BEDS WITH A 2 INCH LAYER OF IMPORTED MULCH MATERIAL WITHIN 2 DAYS AFTER PLANTING.

37. COVER ENTIRE BED AREAS; APPLY EVENLY.

38. SHOVEL-CUT EDGING: SEPARATE MULCHED AREAS FROM TURF AREAS, CURBS, AND PAVING WITH A 45 DEGREE, 4 TO 6 INCH DEEP, SHOVEL-CUT EDGE.

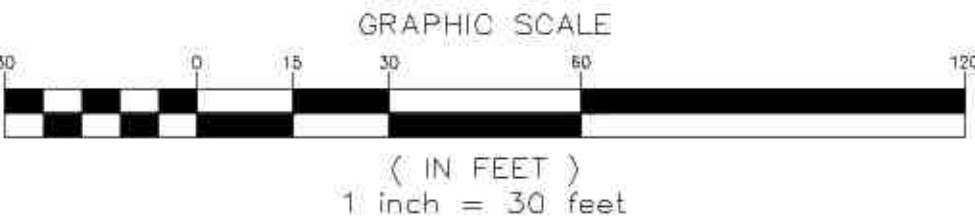
40. I MAINTAIN LANDSCAPE PLANTINGS FROM INSTALLATION UNTIL FINAL ACCEPTANCE.

41. MAINTAIN TREES, SHRUBS, AND GROUND COVER BY TRIMMING, PRUNING, CULTIVATING, WATERING, WEEDING, FERTILIZING, RESTORING PLANTING SAUCERS, TIGHTENING AND REPAIRING STAKES AND GUY SUPPORTS, AND RESETTling TO PROPER GRADES OR VERTICAL POSITION, AS REQUIRED TO ESTABLISH HEALTHY, VIABLE PLANTINGS.

42. WATER TREES BY DEEP ROOT WATERING METHOD.

42. KEEP ALL LANDSCAPE AREAS CLEAN AND WEED FREE. KEEP ALL BUILDINGS, PAVEMENTS, AND OTHER EXTERIOR IMPROVEMENTS CLEAN AND FREE OF SOIL AND DEBRIS.

AWAY FROM THE CROWNS OF HERBACEOUS PLANTS.



| ISSUED DATE | |
|-------------|--|
| 1 | SCHEMATIC DESIGN REVIEW 05/25/2023 |
| 2 | DESIGN DEVELOPMENT PROGRESS 09/15/2023 |
| 3 | DESIGN DEVELOPMENT REVIEW SET 09/15/2023 |
| 4 | DESIGN DEVELOPMENT RE-SUBMITTAL 12/18/2023 |



15895 SW 72ND AVE SUITE 20
PORTLAND, OREGON 9722
TEL: 503.226.128
FAX: 503.226.167
WWW.GIDA INC.CO

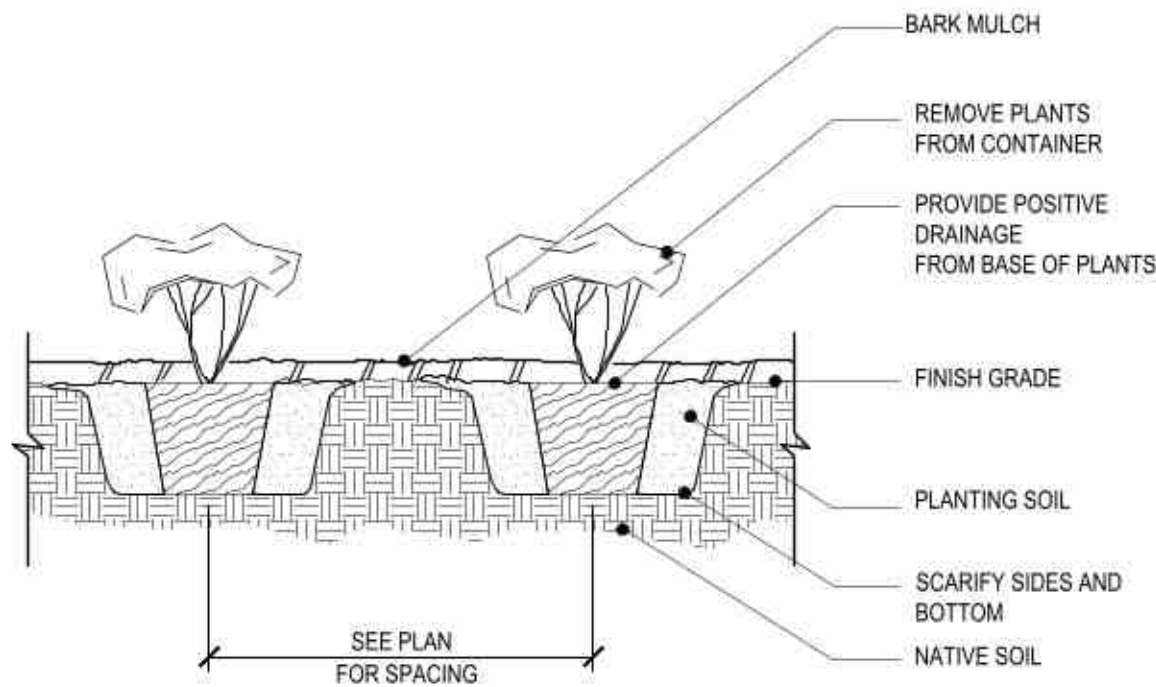
NEW CONSTRUCTION FOR:
MV ADVANCEMENTS
CENTER FOR ADVANCEMENT
600 BAKER STREET, MCMINNVILLE, OREGON

L1.1

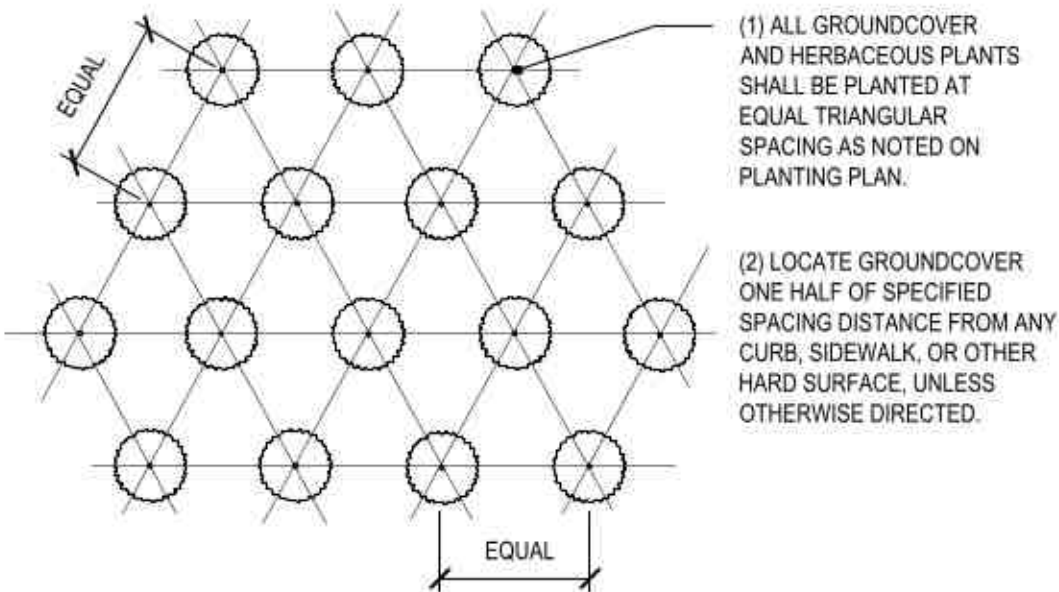
JOB NO. 220249.01

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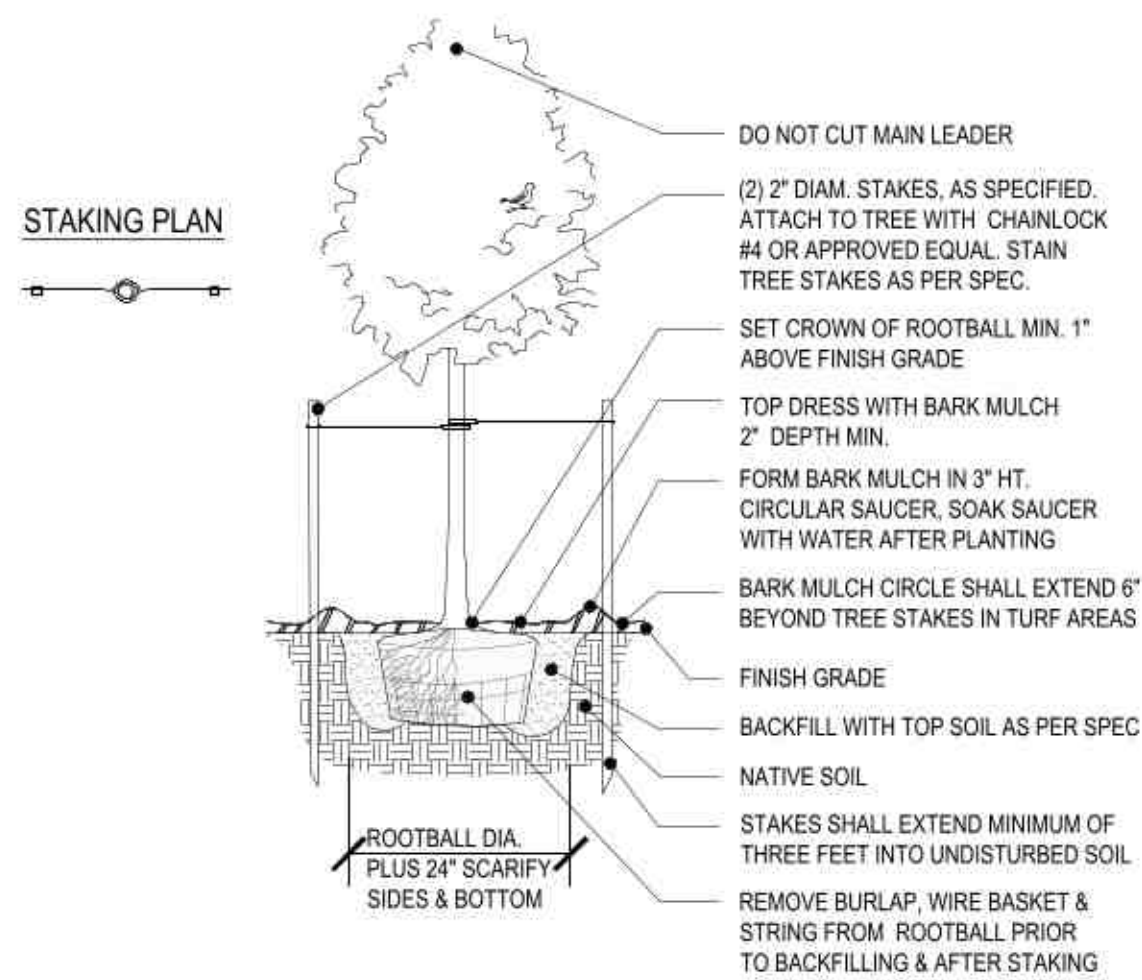
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| ISSUED DATE | 05/25/2023 |
| 1 SCHEMATIC DESIGN REVIEW | 09/15/2023 |
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| 4 DESIGN DEVELOPMENT RE-SUBMITTAL | |



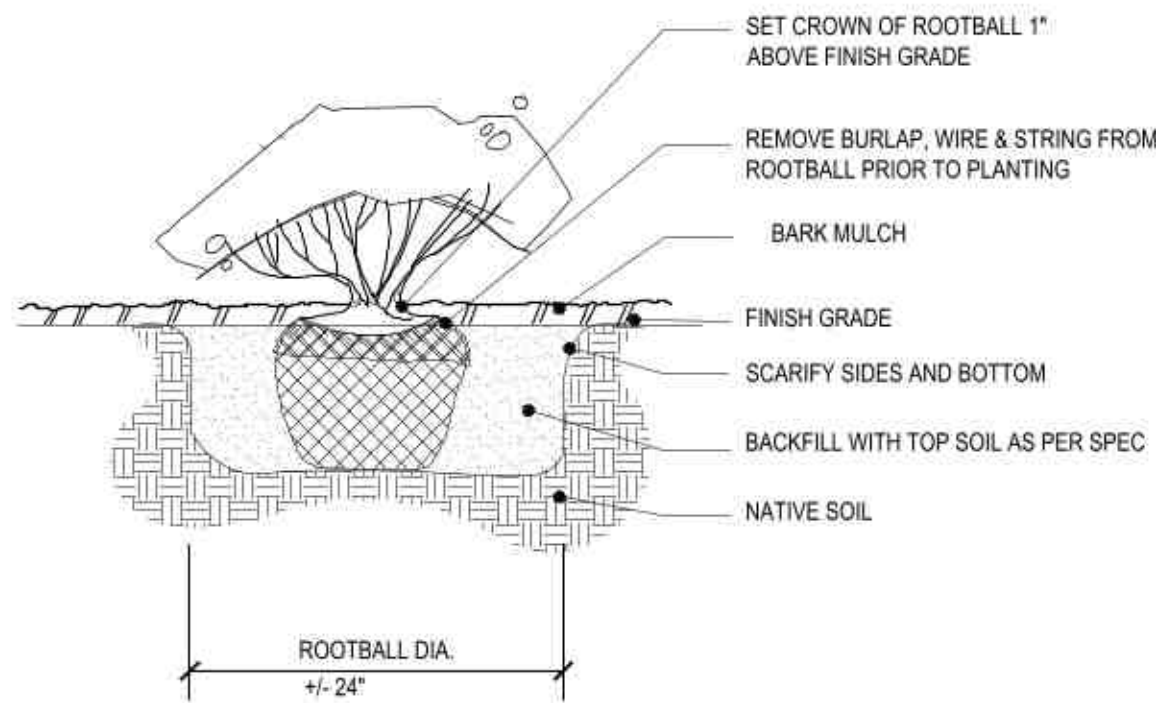
1 GROUNDCOVER & HERBACEOUS PLANT PLANTING DETAIL
L2.0 SCALE: NTS



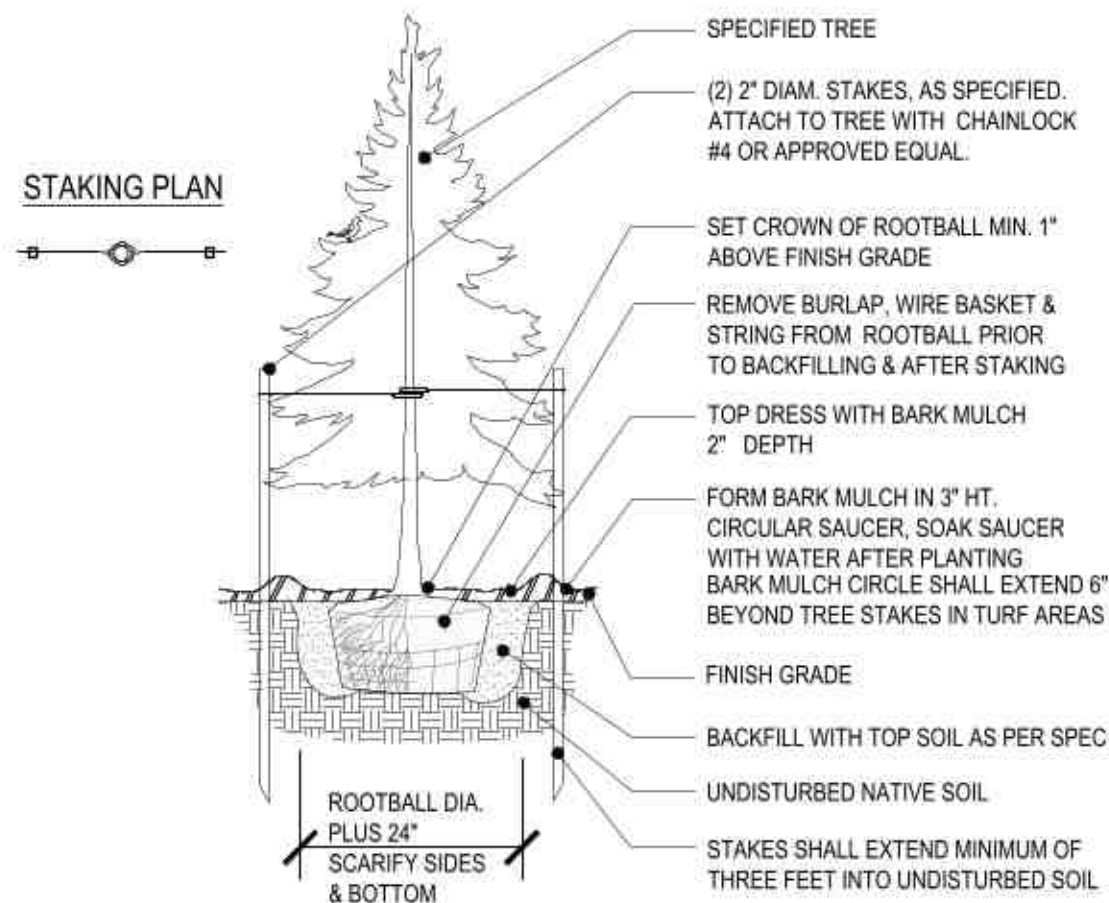
2 GROUNDCOVER & HERBACEOUS PLANT PLANTING PLAN
L2.0 SCALE: NTS



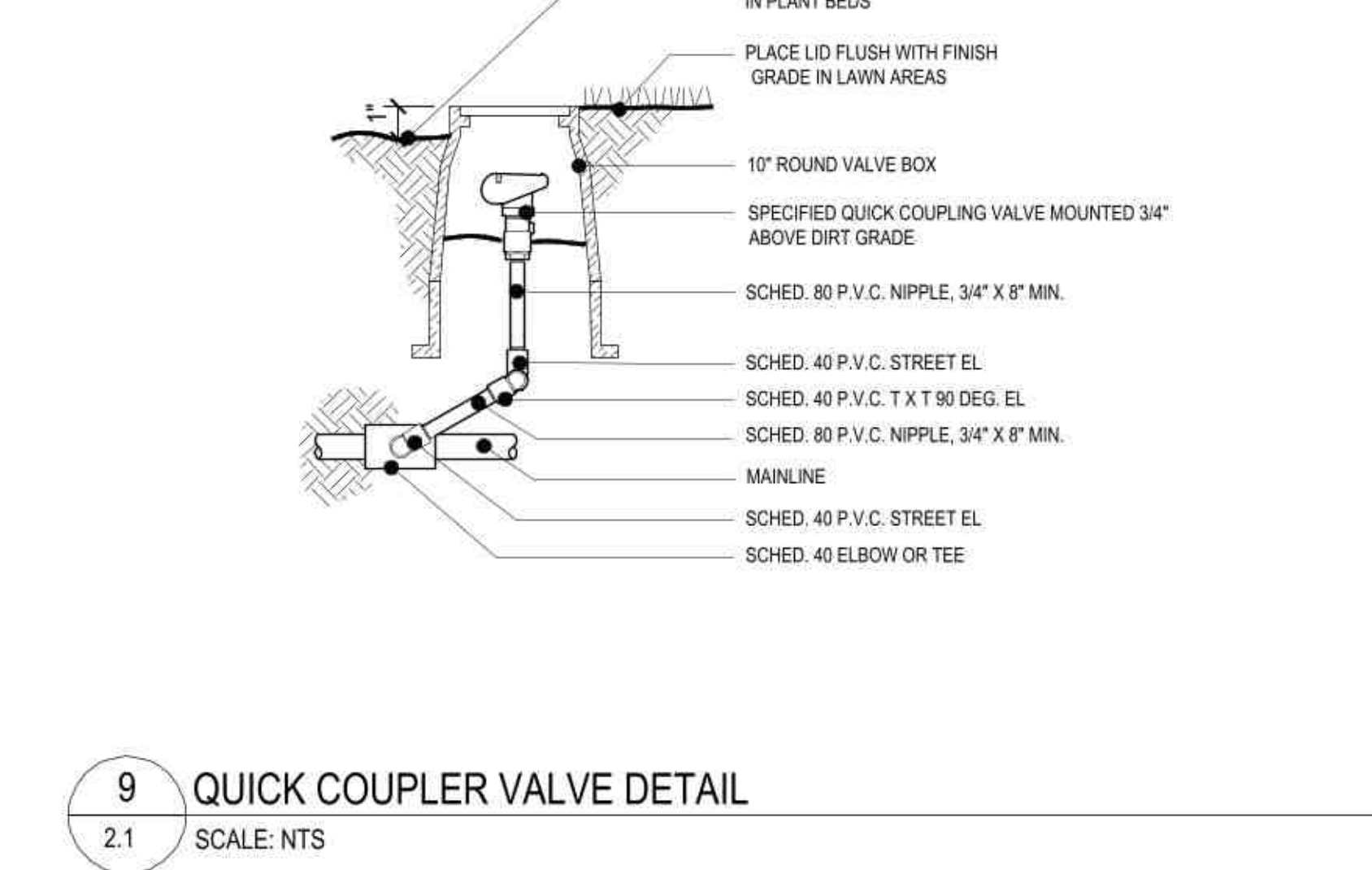
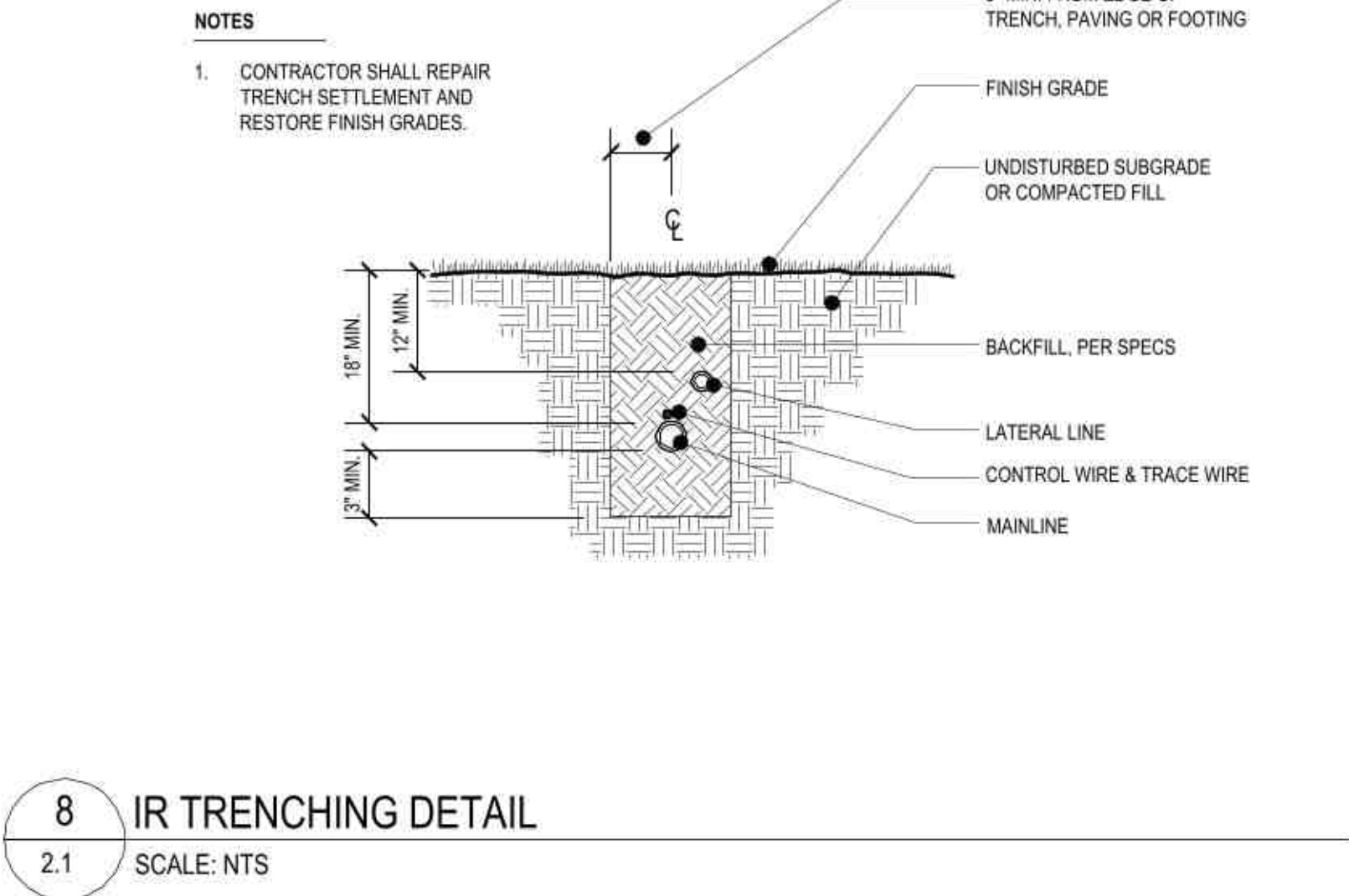
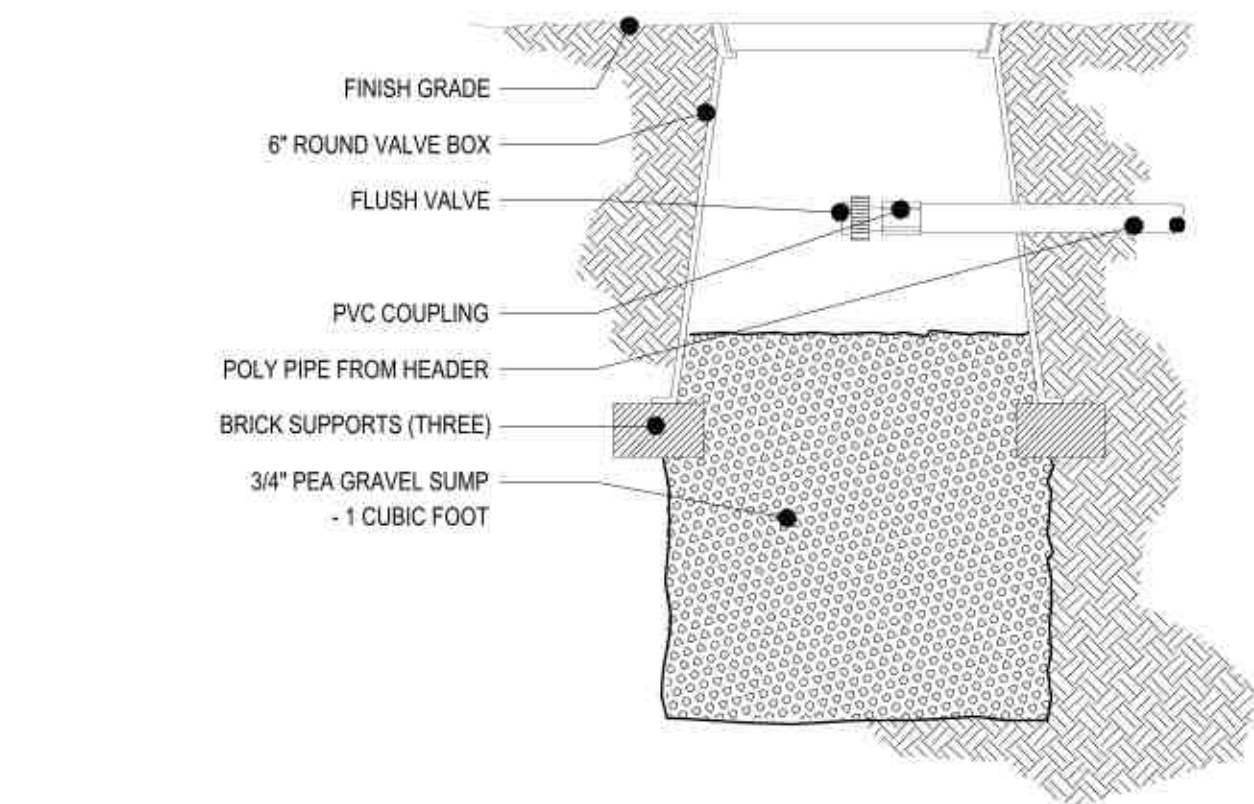
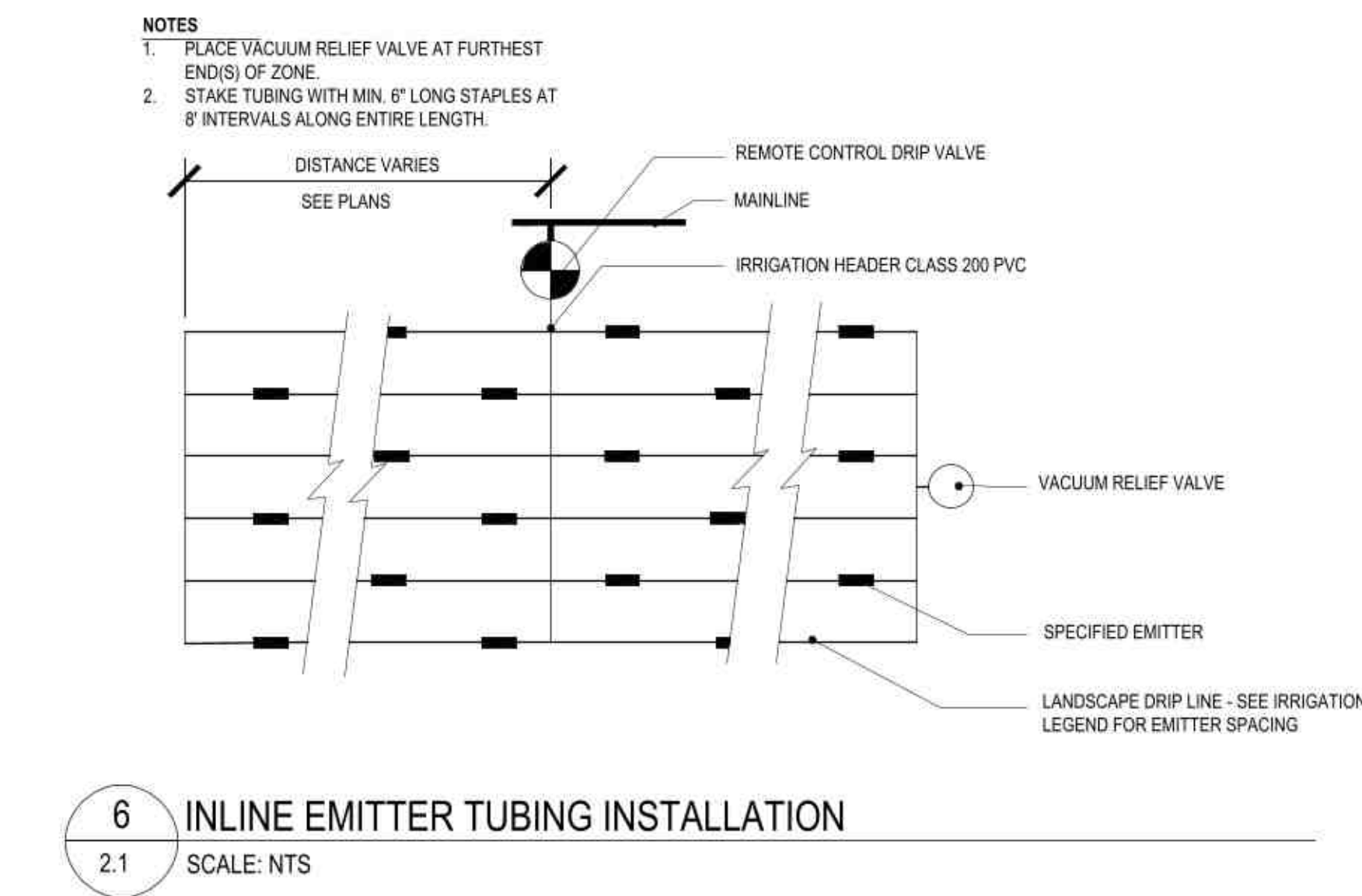
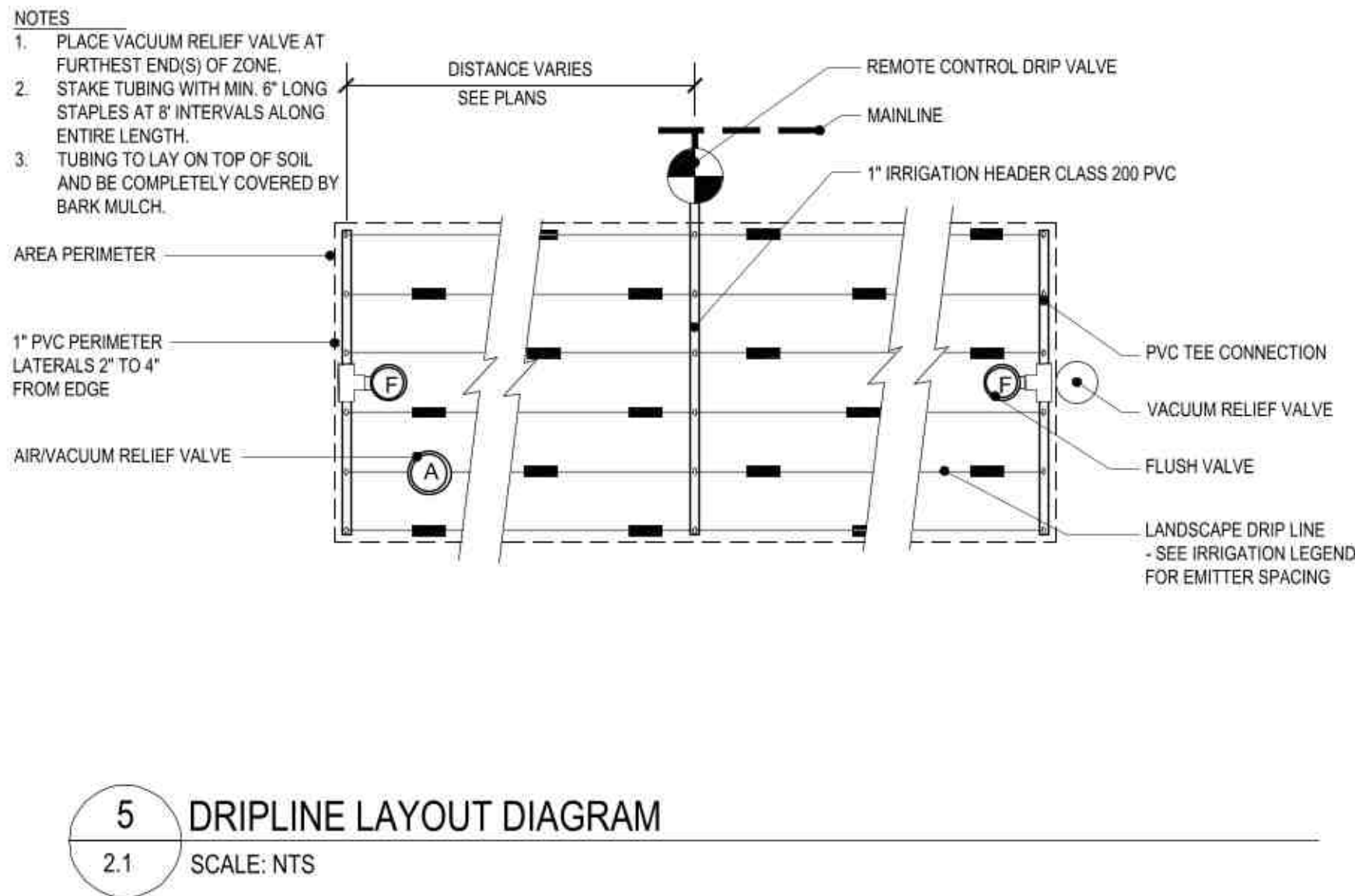
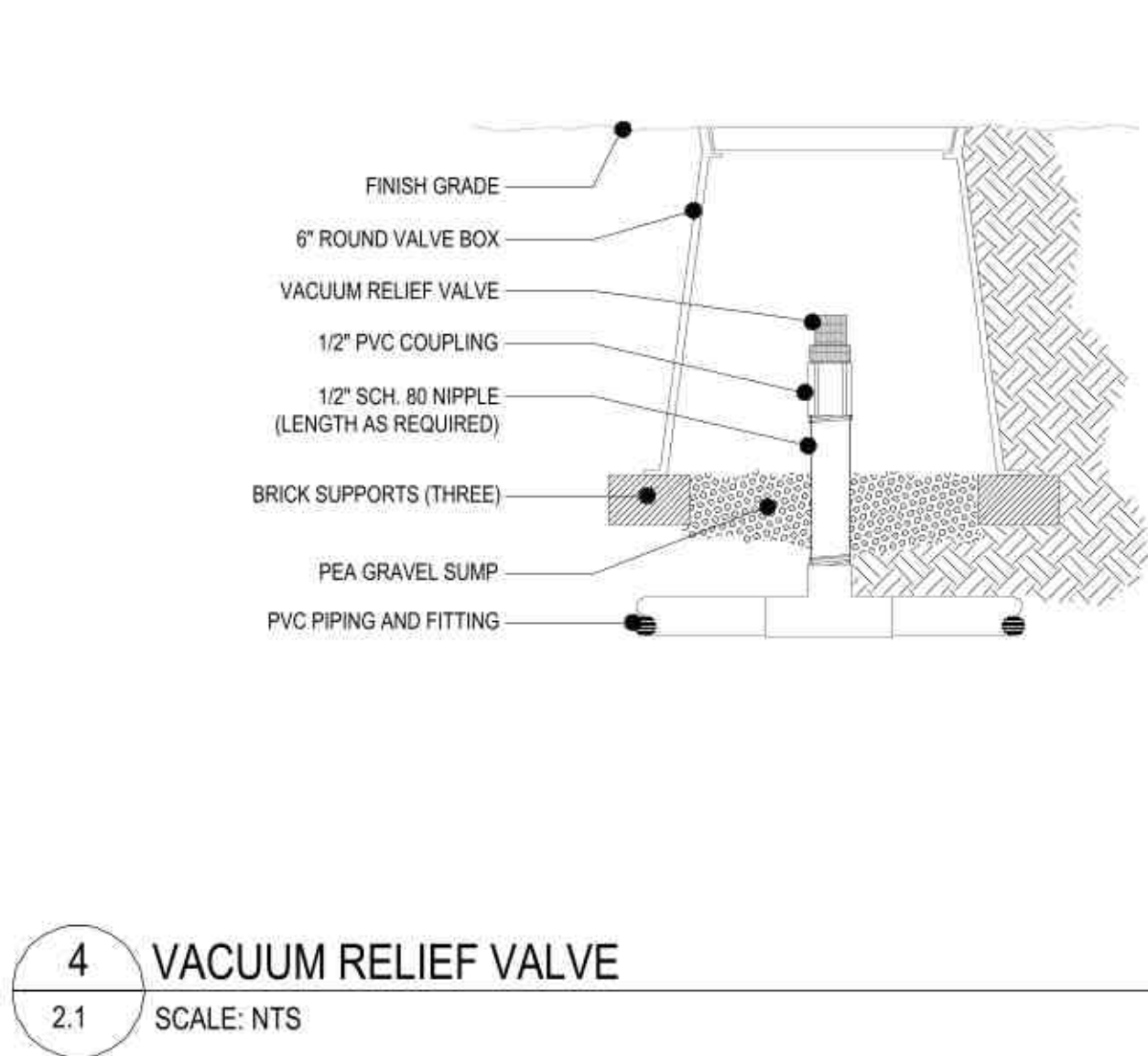
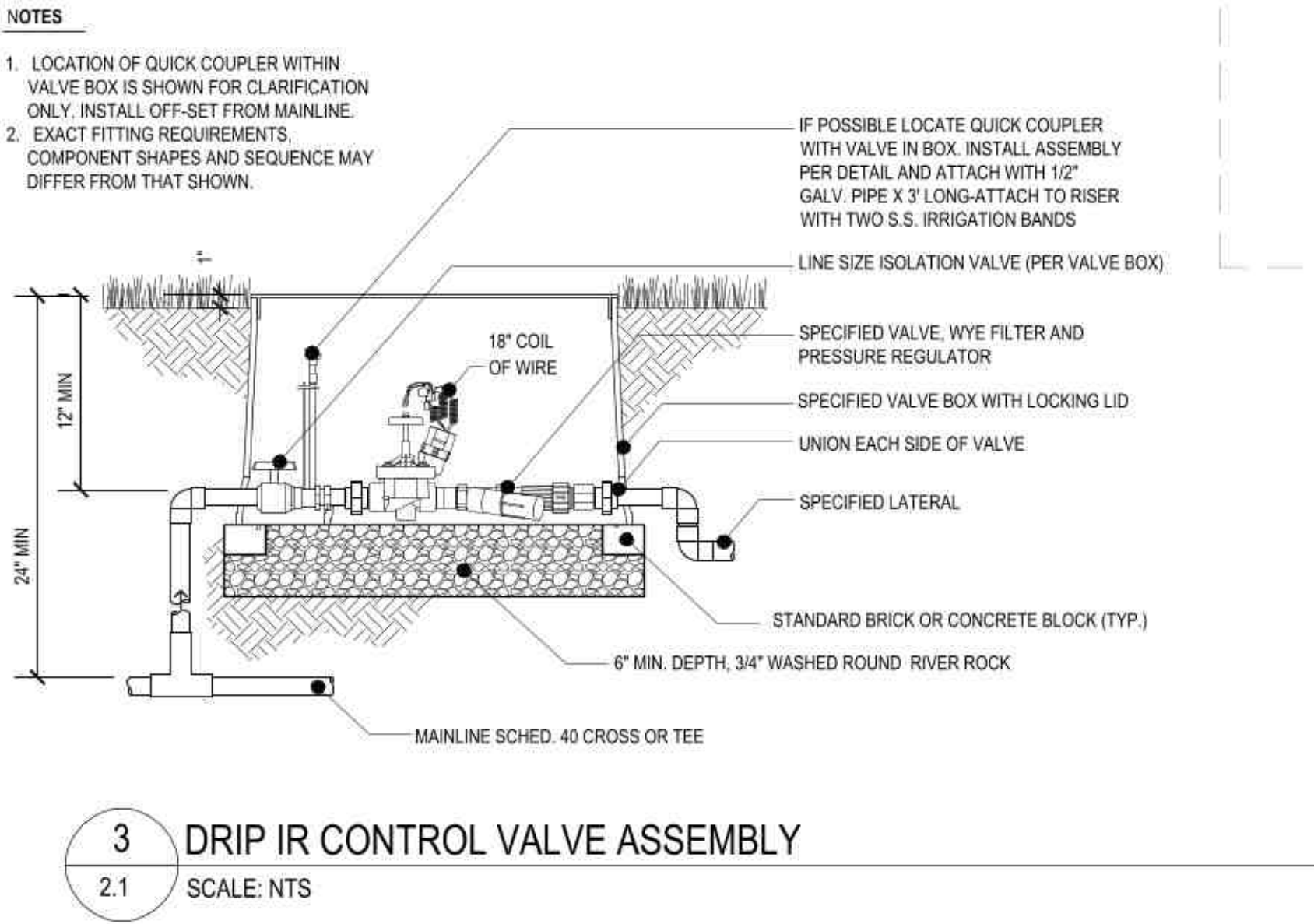
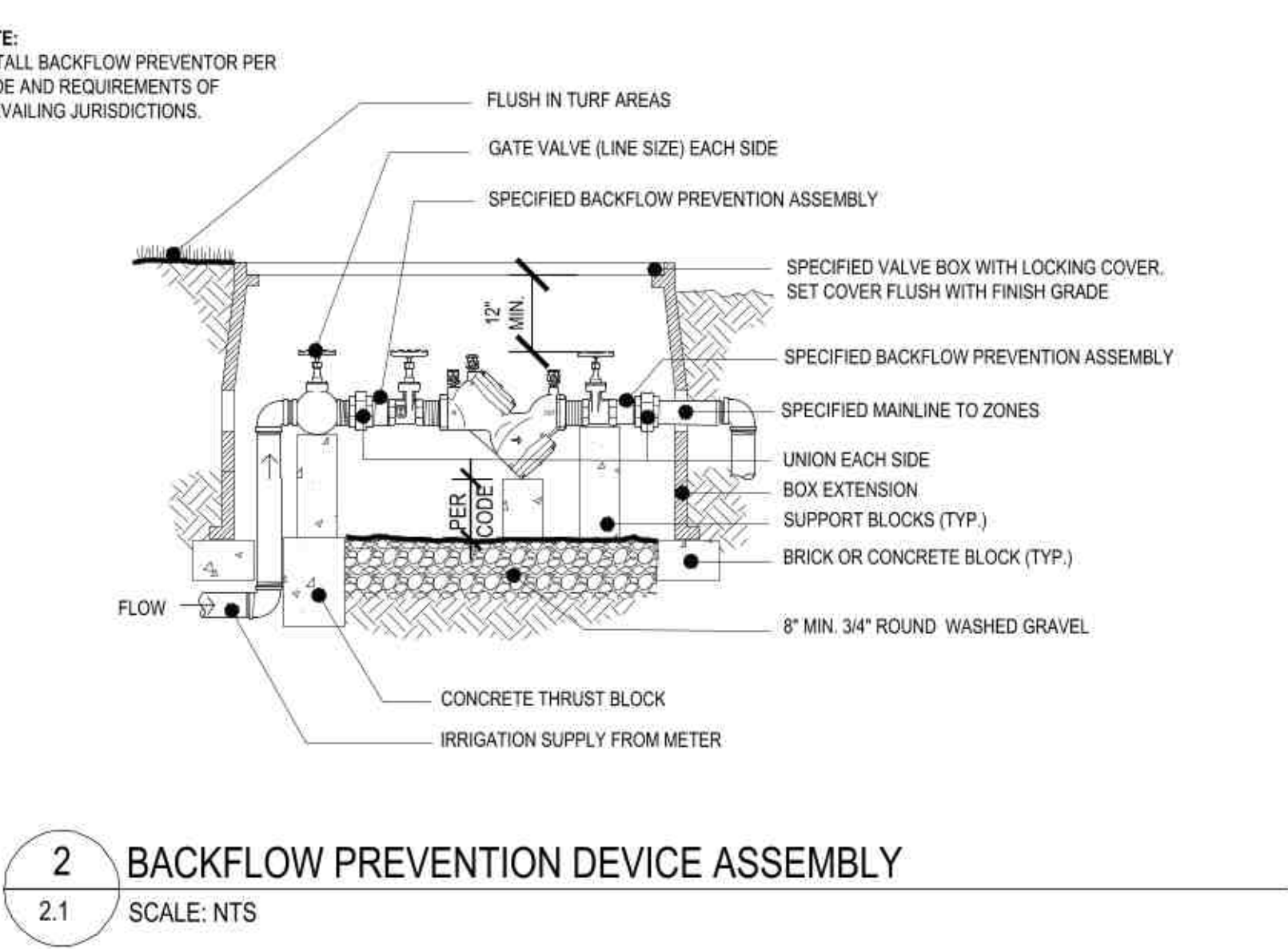
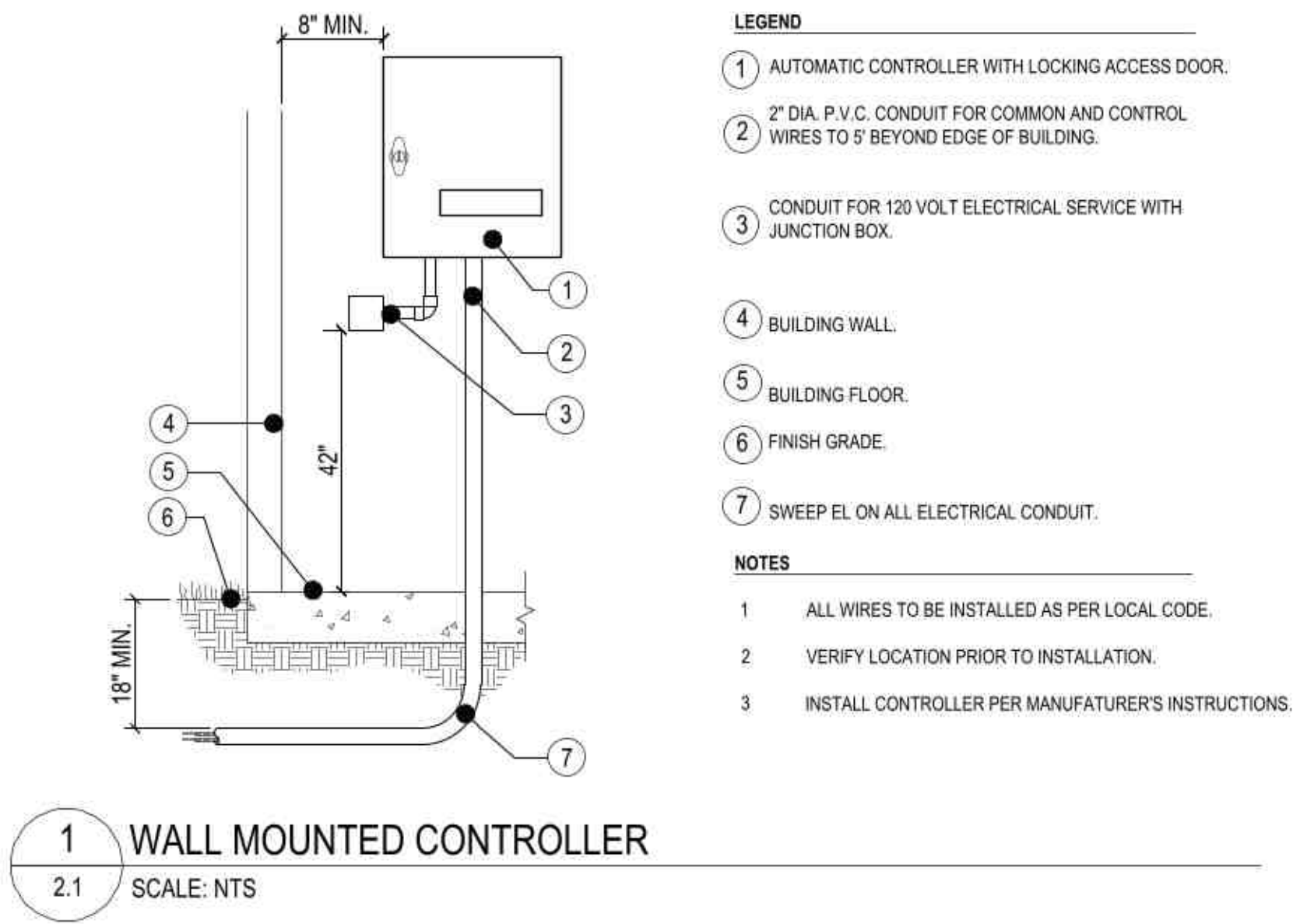
3 DECIDUOUS TREE PLANTING DETAIL
L2.0 SCALE: NTS



4 SHRUB PLANTING
L2.0 SCALE: NTS



5 CONIFER TREE PLANTING DETAIL
L2.0 SCALE: NTS



JURISDICTIONAL APPROVAL(S)



| ISSUED DATE | 1. SCHEMATIC DESIGN REVIEW | 05/25/2023 | 2. DESIGN DEVELOPMENT PROGRESS | 09/15/2023 | 3. DESIGN DEVELOPMENT REVIEW SET | 09/15/2023 | 4. DESIGN DEVELOPMENT RE-SUBMITAL | 12/18/2023 |
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NEW CONSTRUCTION FOR:
**MV ADVANCEMENTS
CENTER FOR ADVANCEMENT**
600 BAKER STREET, McMinnville, OREGON

L2.1
IRRIGATION DETAILS
JOB NO. 220249.01
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Landscape Construction Specifications

General

- Municipal, County, State and Federal laws, regarding uses and regulations governing or relating to any portion of the work depicted on these plans are hereby incorporated into and made part of these specifications, and their provisions shall be carried out by the contractor.
- The Contractor shall verify the locations of all existing utilities, structures, and services before commencing work. The location of utilities, structures, services shown on these plans are approximate only. Any discrepancies between these plans and the actual field conditions shall be reported to the Owner's representative.
- The Contractor shall locate and protect all existing utilities, features and plants on and adjacent to the project site during construction. Contractor shall repair, at his own expense, all damage resulting from his operations or negligence.
- The Contractor shall obtain all necessary valid licenses, permits, and insurance required to perform the work indicated herein before commencing work, and shall be responsible for coordinating work with all parties involved, including jurisdictional agencies.
- The Contractor shall use all means necessary to protect the public at all times during the construction process.
- In the event of conflict between pertinent codes, regulations, structural notes, and/or requirements, or the referenced standards of these Specifications, the provisions of the more stringent shall govern.
- Weather Limitations: Soil work shall be performed only when the weather conditions do not detrimentally affect the quality of work.

Mandatory Site Inspection Schedule

- Schedule for Mandatory site inspection procedures. The mandatory site inspections include but are not limited to the following:

Pre-Construction Site Meeting

Contractor shall be notified a minimum of 48 hours prior to meeting to review site conditions, proposed construction and construction schedule, and review construction specifications prior to commencement of construction operations.

Rough Grading Inspection

Contractor shall notify Owner's Representative a minimum 48 hours prior to request for inspection of rough soil grades. All rough grading operations shall be completed per specifications and prepared for inspection. No topsoil placement or backfilling in areas to be landscaped should occur until written approval by Owner's Representative has been issued.

Open Trench Irrigation Inspection

Contractor shall notify Owner's Representative 24 hours prior to inspection for written approval of irrigation trench depths, piping conditions, and pressure testing. (Refer to Irrigation Specification for inspection procedures)

Plant Material Inspection

Plant material quality and layout inspection and written approval shall occur with 24 hours notice to Owner's Representative prior to installation of any plant material. (Refer to Planting Specification for inspection procedures)

Final Landscape Areas and Irrigation Performance Inspection

Contractor shall notify Owner's Representative 48 hours prior to inspection for approval of landscape and irrigation work. Irrigation operations and coverage shall be inspected. Plant quality and layout shall be inspected. Written approval shall be issued upon inspection approval of specified construction. (Refer to relative specification sections)

Erosion Control

- Provide and maintain positive drainage patterns throughout the construction process, and as directed by the Owner's Representative if weather or construction activity creates drainage conflicts detrimental to construction process or environmental conditions. Comply with jurisdictional requirements.
- Maintain erosion measures throughout the landscaping process. Restore erosion control measures disturbed by landscaping operations. Remove only upon approval of Owner's Representative.

Invasive Weed Control Prior to Construction

- Verify and identify conditions requiring eradication of invasive weeds and grasses prior to existing soil surface disturbance as directed by Owner's Representative. Stockpiled topsoil shall be treated to eradicate weeds prior to soil ripping and stockpiling. Weed eradication shall include herbicide and non-herbicide methods only administered by a currently licensed applicator. Eradication shall include and is not limited to elimination of the following invasive species from areas to be landscaped:

Cirsium arvense (Canadian Thistle) Lotus corniculatus (Bird's foot Trefoil)
Convolvulus spp. (Morning Glory) Lythrium salicaria (Purple Loosestrife)
Cytisus scoparius (Scotch Broom) Mellilotus spp. (Sweet Clover)
Dipsacus sylvestris (Common Teasel) Myriophyllum spicatum (Eurasian Milfoil)
Equisetum spp. (Horsetail) Phalaris arundinaceae (Reed Canary Grass)
Festuca arundinaceae (Tall Fescue) Rubus discolor (Himalayan Blackberry)
Hedera helix (English Ivy) Solanum spp. (Nightshade)
Holcus canatus (Velvet Grass) Trifolium spp. (Clovers)
Lolium spp. (Rye Grasses)

Rough Grade Inspection

- Conditions and quality of rough grade shall be inspected and approved by Owner's Representative prior to the commencement of specified work in areas to be landscaped. The contractor shall then be responsible for completion of activities specified herein, and defined on the plan.
- In all plant bed areas the sub-grade shall be free of unsuitable material such as stumps, roots, rocks, concrete, asphalt, or metals, for a minimum depth of 24 inches, and in all lawn or seeded areas the sub-grade shall be free of unsuitable material for a minimum depth of 12 inches
- The Owner's Representative, at their discretion, shall direct further rough grading or soil preparation if specified activities have not created a surface satisfactory for further work to commence. Compensation for additional surface work created by conditions unknown at the outset and as directed in writing by the Owner's Representative shall be negotiated at the time of the directive, and prior to the commencement of particular construction activities.

Finish Grading

- Verify that rough grade in landscape areas is sufficiently below proposed final grade for planting beds and lawn areas to allow for placement of topsoil mix. Refer to grading plans for finish grade references. Verify that grades provide positive drainage at all landscape areas, and slope away from structures at a minimum of 2% slope. Final grades in all landscape areas shall be crowned at center to facilitate proposed drainage.

Installation Of Irrigation Sleeving

- Sleeving conduit shall be installed at existing and proposed paved areas as per specifications, as directed by the Owner's Representative, or as irrigation installation requirements, prior to preparation for paving construction. Set piping to provide minimum covers of:

18-inch for sleeving beneath walkways;
24-inch for sleeving beneath vehicular traffic or structures.

Mark each end of sleeving with a 2 x 4 stake with 24" exposed, clearly marked 'SLEEVE LOCATION'. Contractor shall maintain staking identification and location throughout construction process. Protect all existing paving when installing sleeving. Restore all paving damaged by sleeve installation.

- Size of sleeving conduit pipe shall be a minimum of two times the diameter of the bell end of the pipe that is to be fed into the sleeve.
- Set sleeving in a compacted bed of material that will not damage the pipe during compaction of surface backfill material.

Design / Build Irrigation Specification

1.1 DESIGN BUILD SUBMITTALS AND REQUIREMENTS

- Design Criteria: Submitted plan shall meet the following criteria and shall be approved for construction only upon verification that all required criteria have been met.
 - Drawings submitted for design approval:
 - Must clearly illustrate irrigation heads, dripline, valve, controller and point of connection locations. Individual valves and controllers shall be numbered sequentially. The size and maximum flow through each valve and capacity of each controller shall be clearly noted.
 - Must clearly illustrate pipe sizes from all laterals and mainline pipe.
 - Drawings must be to a standard measurable engineering scale that is at a minimum of 1"=30'-0".
 - Drawings must be CAD generated.
 - Drawings must include a legend that describes all symbols and materials represented on the plan.
 - Drawings must clearly illustrate that the proposed irrigation system meets all performance criteria described by these specifications.
 - Must utilize graphics that clearly distinguish between lateral and mainline pipe and sleeves under pavement; dripline; manual or automatic control valves, isolation valves and drain valves; irrigation controllers and all other equipment located on the plan.
 - Irrigation system as designed and installed shall perform within the tolerances and specification of the specified manufacturers.
 - The system shall be fully adjustable to fine-tune the system performance for specific zones. Indicate water pressure and gallonage parameters at available water source on the required submittal.
 - Irrigation system shall be designed so that planting beds, sloped banks and lawn zones are on separate control valves to facilitate the different water requirements of each area.
 - System shall be designed to supply manufacturer's specified minimum operating pressure to furthest emitter from water meter. Water flow through piping shall not exceed a velocity of 5 feet per second.
 - System shall furnish components to allow operation within manufacturer's specified tolerances for optimum performance. Undersized components shall not be approved for installation.

- Upon completion of the irrigation system installation and as a condition of it's acceptance, deliver to the Owner's representative the following 'As- built' drawings; Three prints and one reproducible sepiia of all changes to the irrigation system including a Controller Zone Reference chart. Instruct owner of system components operation, system winterization, and controller adjustment processes. Instruct owner of precipitation requirements and schedule of anticipated controller adjustments as landscape matures.

- Protect existing buildings, walls, pavements, reference points, monuments, and markers on this site. Verify location of and protect all utilities. Protect adjacent property. Protect work and materials of other trades. Protect irrigation system materials before, during, and after installation. In the event of damage, repair or replace items as necessary to the approval of the Owner's representative and at no additional cost to the Owner. Use all means necessary to protect the public from injury at all times.

- Provide warranty for all installed materials and work for one year beyond the date of final acceptance of the irrigation system installation.

- Verify gallonage, pressure, size, and location of service water line. The Contractor shall guarantee an irrigation system that functions to manufacturer's specifications with the source volume and pressure afforded to site. Make arrangements for water shut-off during construction if necessary, notify owner 24 hours prior to suspension of water service.

- Irrigation trenches shall be a depth to provide a minimum cover of 18 inches for sleeving beneath walkways; 18 inches for all pressurized main lines; 36 inches for sleeving beneath asphalt paving, and 12 inches for all lateral lines. Backfill with clean fill void of material injurious to system components. All sleeving under vehicular traffic to be Class 200 PVC, all other sleeving shall be class 200 PVC. Locate top of zone valves a minimum of 6" below finish grade.

- Combine wire and piping where possible.

- Contractor shall follow manufacturer's instructions for solvent welding of PVC pipe and fittings to achieve tight and inseparable joints. Utilize single wrap Teflon tape at all threaded joints.

- Install all valves with fittings that facilitate maintenance removal and place valve boxes at location that are easily serviced but not in conspicuous locations. Locate in planting beds wherever possible, away from mower, edger, or de-thatcher operations.

- Contractor shall install one manual drain valve at discharge side of each remote control valve and at all low points in mainline pipe so as to allow for complete drainage of all main lines. Mark with a painted sleeve cover and indicate locations on As-Built drawings.

- Contractor shall provide backflow prevention as required per local and state codes, installed as per manufacturer's specifications.

- Contractor shall install irrigation controller in accordance with manufacturer's specifications. Verify a 120 V.A.C. electrical source and a min. 1 1/2" conduit from controller location open to all electrical zone valves in field. Weatherproof any exterior wall penetrations.

- Automatic Controller: Rainbird or Hunter capable of meeting Water Sense EPA Criteria or approved equal. Controller shall have ability for all zones to fully operate and meet both normal and specified low volume system requirements as specified herein, and as required by site conditions. Coordinate location in field with owner's representative.

- Install all wire in accordance with manufacturer's specifications with a minimum of 18 inch looped inside valve box at each remote control valve and at the controller. All splices shall occur within valve boxes with water-proof connectors.

- Contractor shall install all sprinkler heads with flexible risers, using flexible polyethylene pipe not to exceed 18 inches in length or PVC swing joints. Tee fittings shall extend horizontally from pipe .

- Contractor shall thoroughly flush irrigation system after piping, risers, and valves are installed but prior to installing sprinkler heads. Thoroughly clean, adjust and balance the installed irrigation system. Adjust spray pattern of nozzles to minimize throw of water onto buildings, walls, roads and parking lots. Adjust controller for optimum performance and precipitation rates utilizing proper water conservation measures.

Topsoil Placement and Soil Preparation

- Contractor shall submit certified topsoil analysis report for owner's approval prior to plant installation.

- Contractor is responsible for any amendments to soil PH , fertility and/or drainage conditions necessary to ensure proper growing conditions for proposed planting.

- Topsoil shall be friable soil from existing stockpiled material or imported, with added soil amendments as specified. It shall not be delivered while in a frozen or muddy condition. Protect from erosion at all times. Utilize existing stockpiled topsoil only under the direction of the Owner's Representative. Do not place topsoil in areas that have not been cleared of weeds listed herein. Topsoil shall meet the following requirements:

- Free of roots and rocks larger than 1/2 inch,
- Free of subsoil, debris, large weeds, foreign matter and any other material deleterious to plant material health.
- Acidity range (pH) of 5.5 to 7.5.
- Containing a minimum of 4 percent and a maximum of 25 percent inorganic matter with decaying matter of 25 percent content by volume or less.
- Textural gradations shall be sand: 45-75%, silt: 15-35%, clay: 05-20%.

- Commercial fertilizer shall be an organic base, complete fertilizer containing in available form by within a minimum of 10N 10P 5K - with 50 percent of the available nitrogen in slow-release formula, Webfoot Organic Delux, or approved equal.a

- Compost shall be yard debris compost meeting industry and jurisdictional standards.

- Contractor shall remove all debris, rocks one inch in diameter or larger, sticks, mortar, concrete, asphalt, paper, contaminated soil and any material harmful to plant life, in all planting areas.

- Contractor shall rototill subgrade six (6) inches deep before placing topsoil. Specified imported topsoil shall be placed at a minimum depth of 12" in all planting areas. Do not place material during wet conditions. Do not work saturated soils in any manner. floated to a level, sloped or mounded grade between any existing or constructed point on the site, such as curbs, walls, walks, paving and the like. Final soil grades in planting beds shall be 2" below adjacent paving and curbs for mulch application.

- Distribute following soil amendments to all landscape areas in even layers and power rototill or spade to a minimum depth of six (6) inches into topsoil, as follows;

Planting Beds:

- Compost: Apply nine cubic yards per 1000 sq. ft.
- Commercial Fertilizer: Apply 50 pounds per 1000 sq. ft.

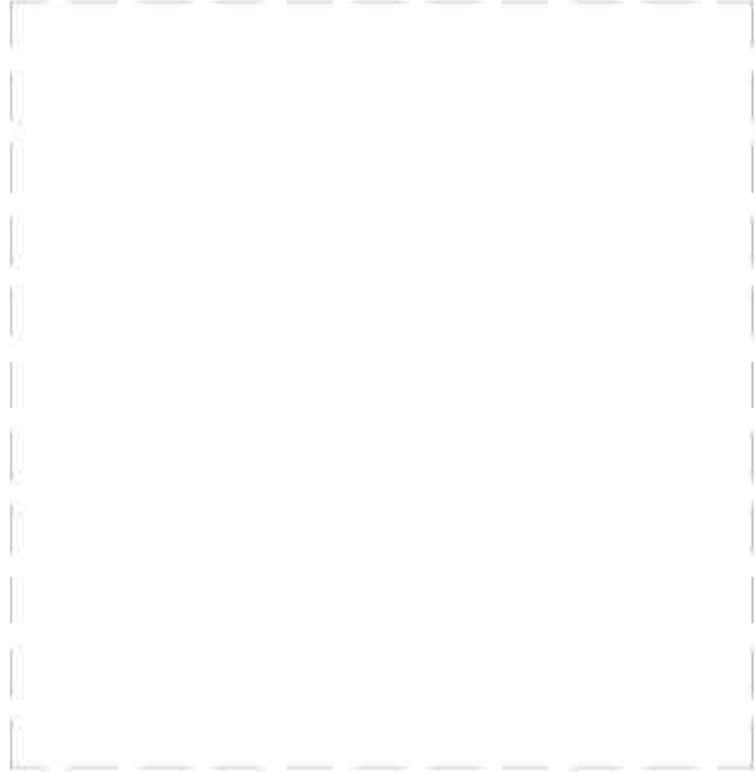
- Preparation of backfill planting soil mix shall be as follows:

Thoroughly blend and mix the following proportion of materials while in a moist condition:

- Three cubic yards topsoil
- 1 1/2 cubic yards compost
- 1 1/2 cubic yards medium bark,
- 10 pounds commercial fertilizer
- Five pounds bonemeal

- Keep project free from accumulation of debris, topsoil and other material. At completion of each area of work, remove debris, equipment and surplus materials. Any paved area or surfaces stained or soiled from landscaping materials shall be cleaned with a power sweeper using water under pressure. Building surfaces shall be washed with proper equipment and materials as approved by the Owner's representative.

JURISDICTIONAL APPROVAL(S)



Seed Installation

- Seeding operations shall occur only between March 15 and October 15.
- Seeding is not permitted during cold weather (less than 32 degrees F), hot weather (greater than 80 degrees F), when soil temperature is less than 55 degrees F, when ground is saturated, or when wind velocity is greater than 10 mph.
- Contractor shall float rough graded seedbed. Do not disturb natural drainage patterns. Remove rocks, clumps, or debris at surface. Lightly scarify surface.
- Contractor shall apply 10 pounds commercial fertilizer per 1,000 square feet of surface area before spreading seed.
- Lawn Seed: Contractor shall manually broadcast or hydro-seed eight pounds of Sunmark "Northwest Supreme Lawn Mix" grass seed per 1,000 square feet.
- The Contractor shall protect and maintain the seeded area by fencing, watering, feeding, reseeding, mowing and repairing as necessary to establish a thick, uniform stand of grass acceptable to the Owner's representative. Contractor to maintain lawn for a minimum of 3 mowings.

Trees, Shrubs, & Groundcover Installation

- Contractor shall guarantee materials and workmanship in general landscape areas for one year from date of conditional acceptance. Plant material shall be in accordance with American Standard for Nursery Stock (ANSI Z60.1) , shall comply with State and Federal laws with respect to inspection for insect infestation and plant diseases and shall be free of insect pests and plant diseases.
- Plant materials shall have a minimum of 6 inches of prepared soil under the root ball, and a minimum of 6 inches on each side of the root ball. Tree roots or root ball shall have a minimum of 12 inches of plant soil under the root ball and a minimum of 12 inches on each side of the root ball, or roots. Final grade should maintain root ball slightly above surrounding grade (not to exceed one inch) for bark mulch installation.
- Root control barrier shall be installed in trenches, alongside hardscape structures and utility lines such as sidewalks, curbs, pavement, walls, and concrete located within 5 feet of new trees measured from the trunk. Root barrier is to be 40 - 60 mil HDPE, minimum 18" deep and extend 10' in either direction measured from the center of the trunk.
- Mulch all planting beds after planting, final raking, grading and leveling of the planting beds with a layer of Hem/Fir medium screened bark mulch as specified on the plans.
- Balled and burlapped trees, boxed trees or bare root trees shall be either guyed or staked as detailed on the plans.
- Remove all dead or dying branches and criss-crossing branches from trees. Do not cut leader.
- Keep project free from accumulation of debris, topsoil and other material. At completion of each area of work, remove debris, equipment and surplus material. All paved areas or surfaces stained or soiled from landscape material shall be cleaned with a water-pressure power sweeper. Building surfaces shall be washed with proper equipment and materials as approved by the Owner.
- River Rock Mulch:
River rock mulch shall be minimum 3/4" to maximum 1-1/2" diameter washed round river rock, uniform in size. All fines shall be screened from the aggregate within a one-quarter inch (1/4") tolerance. Color shall be white to light brown. Contractor shall provide the owner with samples of river rocks for approval prior to installation.

Maintenance

- Contractor shall maintain general landscape areas for one year after accepted completion of project.
- Maintenance shall include; all grade resettlement, weeding, policing and removal of plant material debris during maintenance period. Remove and replace dead plant material as needed at no cost to owner for maintenance period. Seasonal leaf fall removal is outside the scope of this maintenance specification.
- Any unsatisfactory condition arising during this maintenance period shall be brought to the attention of the Owner's Representative immediately.



| ISSUED DATE | 1 | 2 | 3 | 4 |
|-------------|-------------------------|-----------------------------|-------------------------------|---------------------------------|
| | SCHEMATIC DESIGN REVIEW | DESIGN DEVELOPMENT PROGRESS | DESIGN DEVELOPMENT REVIEW SET | DESIGN DEVELOPMENT RE-SUBMITTAL |
| | 05/25/2023 | 09/15/2023 | 09/15/2023 | 12/18/2023 |



15896 SW 72ND AVE SUITE 200
PORTLAND, OREGON 97224
TEL: 503.226.1288
FAX: 503.226.1670
WWW.CIDAINC.COM

NEW CONSTRUCTION FOR:

MV ADVANCEMENTS

CENTER FOR ADVANCEMENT

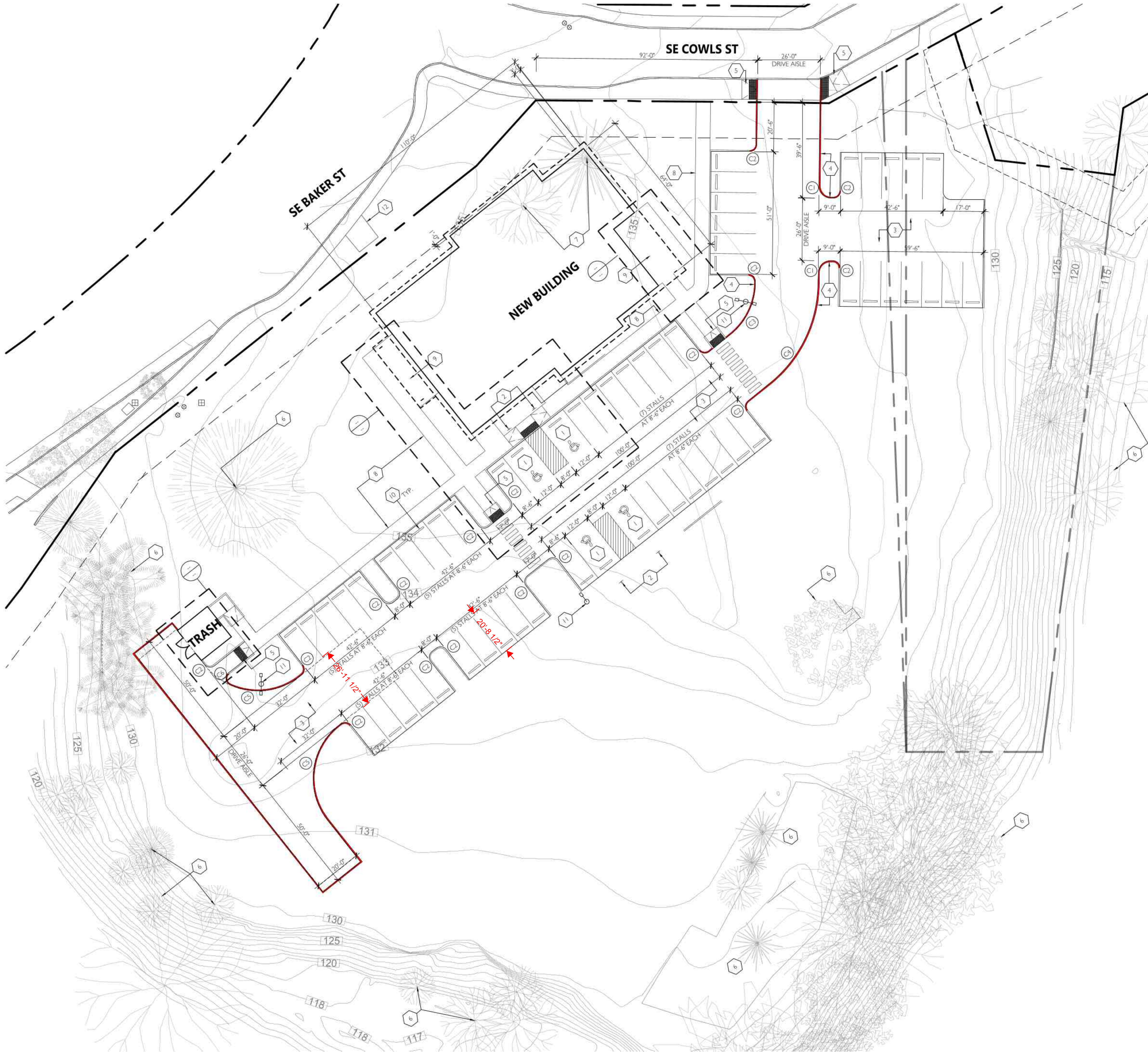
600 BAKER STREET, MCMINNVILLE, OREGON

L3.0

LANDSCAPE & IR
SPECS

JOB NO. 220249.01

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GENERAL SHEET NOTES

- A. REFER TO CIVIL (C-SERIES) AND LANDSCAPE (L-SERIES) DRAWINGS FOR ADDITIONAL INFORMATION.
B. REFER TO **SHEET 61.0** FOR ADDITIONAL GENERAL PROJECT NOTES.

LEGEND

— FIRE LANE - PAINT RED AND PROVIDE —

KEYNOTES

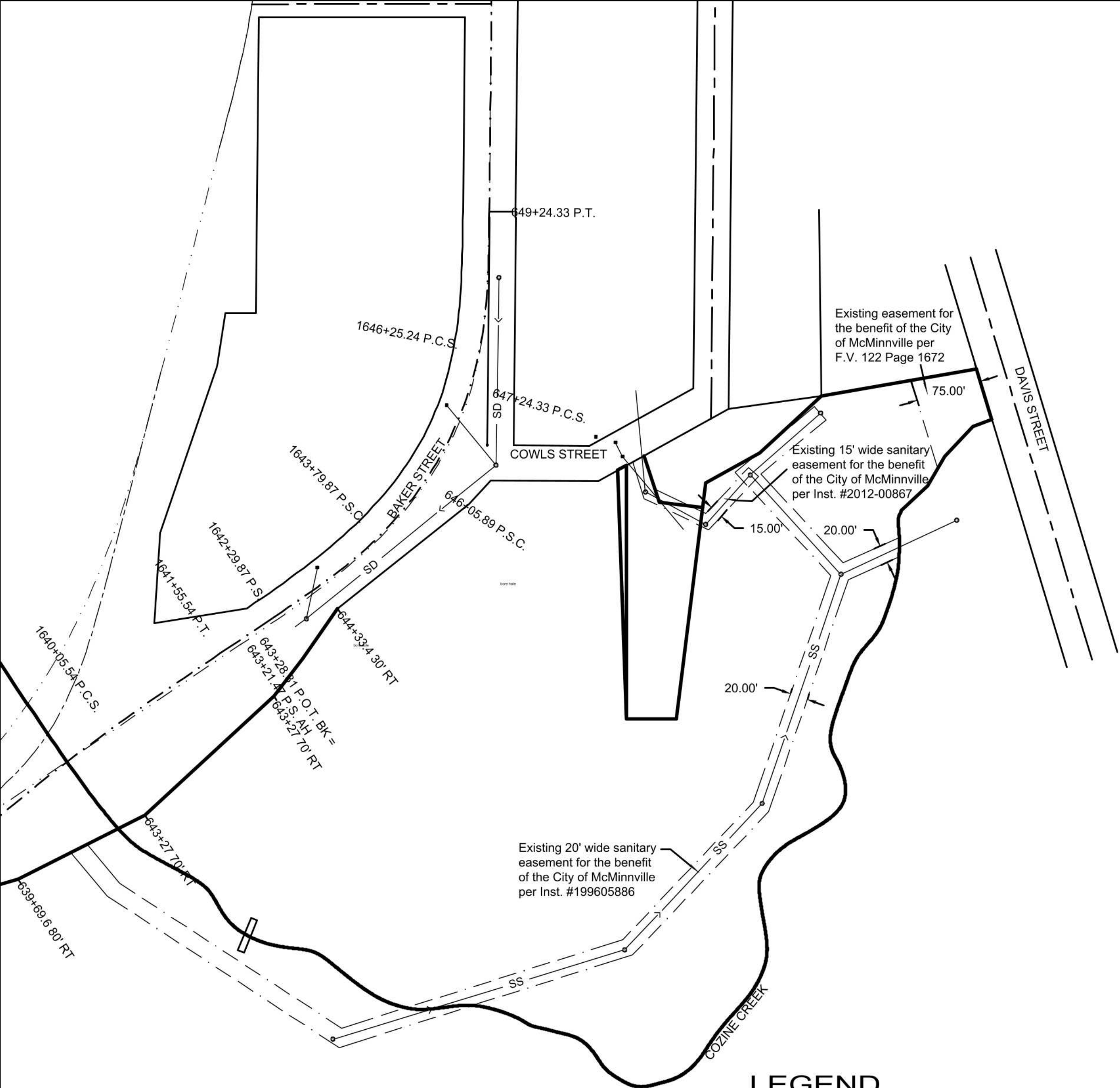
1. ACCESSIBLE PARKING STALL - SEE DETAIL X/A.XX.
2. ACCESSIBLE POSTED MOUNTED SIGNAGE - SEE DETAIL X/A.XX.
3. NEW ASPHALT PAVING - REFER TO CIVIL DRAWINGS.
4. NEW CONCRETE CURB - REFER TO CIVIL DRAWINGS.
5. NEW ACCESSIBLE CURB RAMP - REFER TO CIVIL DRAWINGS.
6. EXISTING TREE(S) TO REMAIN - PROTECT DURING CONSTRUCTION - REFER TO LANDSCAPE DRAWINGS FOR ADDITIONAL INFORMATION.
7. EXISTING TREE TO BE REMOVED - REFER TO LANDSCAPE DRAWINGS FOR ADDITIONAL INFORMATION.
8. NEW CONCRETE SIDEWALK - REFER TO CIVIL DRAWINGS.
9. NEW CONCRETE SLAB ON GRADE AT COVERED AREA - REFER TO X/A.XX.
10. NEW PRE-CAST CONCRETE WHEEL STOP - REFER TO CIVIL DRAWINGS.
11. NEW POLE LIGHT WITH RAISED CONCRETE PIER - REFER TO STRUCTURAL AND ELECTRICAL DRAWINGS.
12. EXISTING BUS STOP TO REMAIN (N.I.C.).

CURB RADIUS TABLE

| CURB NO. | LENGTH | RADIUS | COMMENTS |
|----------|-------------|--------|----------|
| C1 | 7'-10 1/4" | 5'-0" | |
| C2 | 4'-8 1/2" | 3'-0" | |
| C3 | 24'-11 1/4" | 28'-0" | |
| C4 | 48'-1" | 54'-0" | |
| C5 | 30'-7 1/4" | 28'-0" | |
| C6 | 6'-1 3/4" | 3'-0" | |

NOTES:

1.



LEGEND

- = MONUMENT FOUND, FLUSH TO 0.2' DOWN, IN GOOD CONDITION UNLESS OTHERWISE STATED. ORIGIN STATED IF KNOWN.
- IR = IRON ROD
- IP = IRON PIPE
- ⊞ = EXISTING WATER METER
- ⋈ = EXISTING WATER VALVE
- ⌵ = EXISTING 3 PORT HYDRANT
- = EXISTING COMMUNICATIONS RISER
- ⚡ = EXISTING UTILITY POLE
- ⚡ = EXISTING UTILITY POLE WITH LUMINAIRE
- ⚡ = EXISTING UTILITY POLE WITH POWER TRANSFORMER
- ⚡ = EXISTING UTILITY POLE ANCHOR
- = EXISTING BOLLARD

- ##### = MONUMENT #XXXX, SEE MONUMENT TABLE FOR COORDINATES AND DESCRIPTIONS
- ⊞ = EXISTING STOP SIGN
- ⊞ = EXISTING STREET SIGN
- ⊞ = EXISTING STORM DRAIN MANHOLE
- ⊞ = EXISTING CATCH BASIN
- ⊞ = EXISTING SANITARY SEWER MANHOLE
- WTR = EXISTING WATER LINES PER UTILITY LOCATES
- GAS = EXISTING NATURAL GAS PER UTILITY LOCATES
- SD = EXISTING STORM DRAIN LINES PER UTILITY LOCATES
- SS = EXISTING GRAVITY SANITARY SEWER LINES PER UTILITY LOCATES
- = EXISTING OVERHEAD POWER (MAY ALSO HAVE COMMUNICATIONS)
- = EXISTING UNDERGROUND POWER PER UTILITY LOCATES
- = EXISTING CONCRETE

- ⊞ = EXISTING CEDAR TREE (SCALED TO DRIP LINE)
- ⊞ = EXISTING CHERRY TREE (SCALED TO DRIP LINE)
- ⊞ = EXISTING DECIDUOUS (SPECIES NOT NOTED) TREE (SCALED TO DRIP LINE)
- ⊞ = EXISTING DOUGLAS-FIR TREE (SCALED TO DRIP LINE)
- ⊞ = EXISTING MAPLE TREE (SCALED TO DRIP LINE)
- ⊞ = EXISTING OAK TREE (SCALED TO DRIP LINE)
- ⊞ = EXISTING PINE TREE (SCALED TO DRIP LINE)

NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO SHOW THE EXISTING TOPOGRAPHICAL FEATURES OF THOSE TRACTS OF LAND DESCRIBED IN INSTRUMENT #199419179, YAMHILL COUNTY DEED RECORDS, THAT LIE ABOVE THE 100 YEAR FLOOD PLAIN.

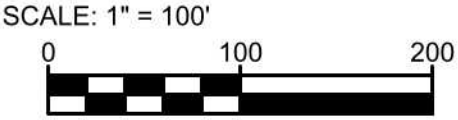
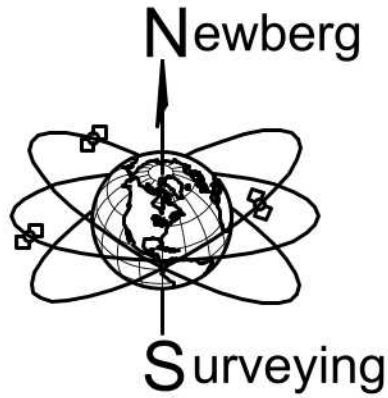
THE HORIZONTAL DATUM IS BASED ON A NETWORK OF CONTROL POINTS ESTABLISHED BY MULTIPLE OBSERVATIONS ON EACH POINT OVER THE COURSE OF SEVERAL DAYS USING THE OREGON REAL-TIME GNSS NETWORK. THESE POINTS WERE THEN TRANSFORMED TO THE OREGON COORDINATE REFERENCE SYSTEM, SALEM ZONE, IN ORDER TO MINIMIZE THE DIFFERENCE BETWEEN GRID AND GROUND DISTANCES AND REDUCE THE DISTORTION AND CONVERGENCE ANGLES.

LINEAR UNIT: INTERNATIONAL FOOT
GEODETIC DATUM: NAD 83 (2011) EPOCH:2010.0000
SYSTEM: OREGON COORDINATE REFERENCE SYSTEM
ZONE: SALEM

THE VERTICAL DATUM IS NGVD29 (GEOID12B) AND WAS ESTABLISHED BY MULTIPLE GEODETIC OBSERVATIONS ON POINT #5006 OVER THE COURSE OF SEVERAL DAYS. THE ORTHOMETRIC ELEVATIONS WERE THEN AVERAGED TOGETHER AND THE RESULT WAS CONVERTED FROM NAVD88 TO NGVD29 USING THE NGS TOOL VERTCON (-3.383 FEET).

THE LOCATION OF THE PUBLIC UNDERGROUND UTILITIES SHOWN ARE BASED ON PAINT MARKS PROVIDED BY LOCATING COMPANIES, UTILITY COMPANIES, AND THE CITY OF MCMINNVILLE PUBLIC WORKS DEPARTMENT. INVERT ELEVATIONS WERE OBTAINED USING A "PIPE MIC" ATTACHED TO A LEVEL ROD. THE TYPE OF PIPE AND THE PIPE DIMENSIONS SHOWN ARE OUR BEST ESTIMATE OF THE ACTUAL DIMENSIONS AND NEED TO BE CONFIRMED BY THE CITY OR ITS CONTRACTOR. THERE MAY BE OTHER UTILITIES OUT THERE THAT ARE NOT SHOWN ON THIS MAP. ALL UTILITIES NEED TO BE CONFIRMED.

THE LOCATION OF COZINE CREEK SHOWN WAS ESTABLISHED BY LIDAR DATA OBTAINED FROM THE OREGON DEPARTMENT OF GEOLOGY AND MINERAL INDUSTRIES (DATED 2010) AND FIELD VERIFIED IN A FEW LOCATIONS.



HORIZ. DATUM: NAD 83(2011)(EPOCH:2010.0000)
OREGON COORDINATE REFERENCE SYSTEM
SALEM ZONE
VERTICAL DATUM: NGVD29 (GEOID12B)
INTERNATIONAL FEET

Newberg Surveying, Inc.
1205 NE Evans
McMinnville, OR 97128
(503)-474-4742 (971)-237-1956 Cell
(503)-474-3752 Fax newberg@vicklink.com

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JUNE 30, 1997
JOHN G. NEWBERG
2838

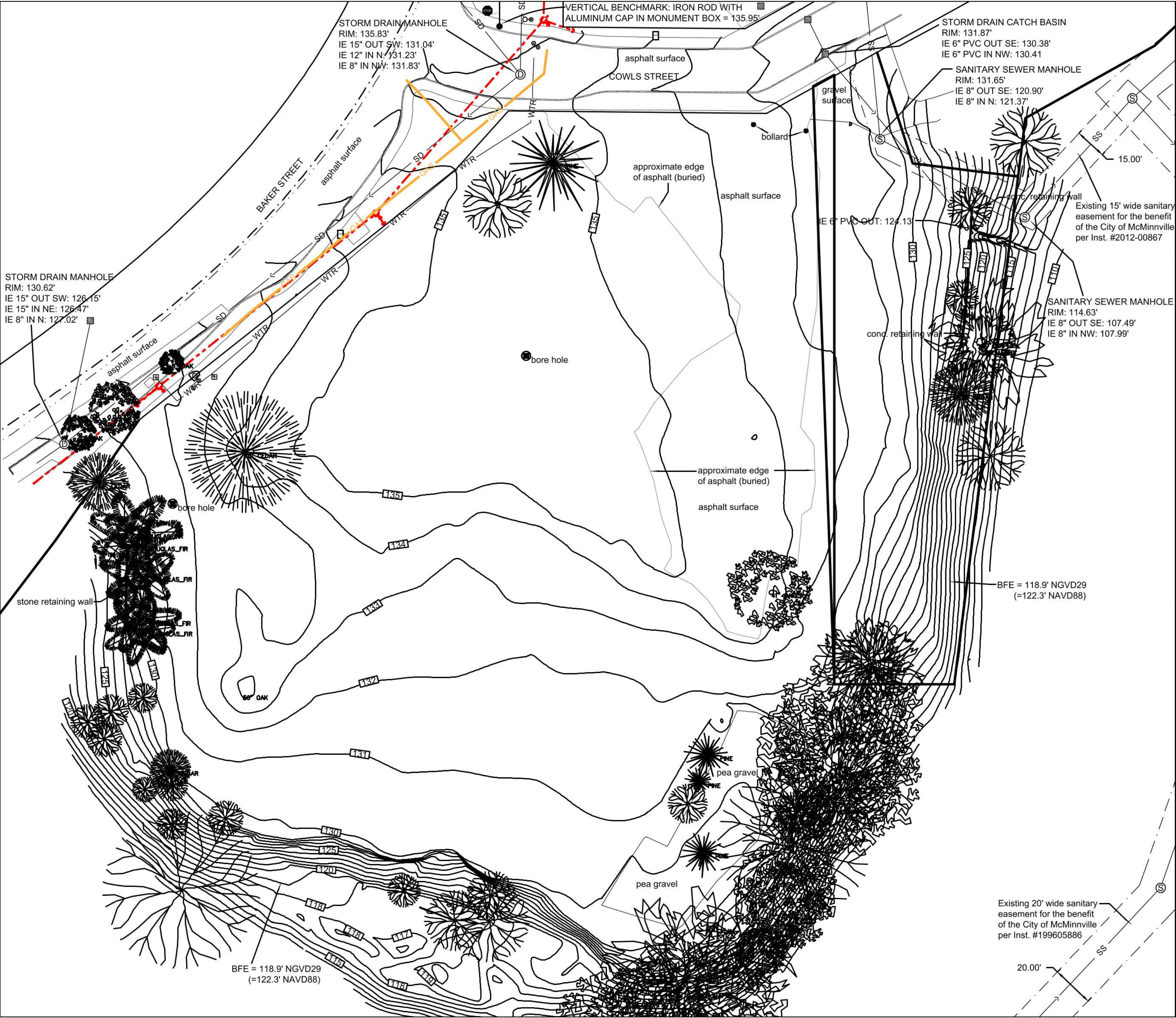
RENEWS 12-31-2020

MV Advancements

SE 1/4 SE 1/4 SECTION 20 T. 4 S., R. 4 W., WM.,
T.L. 4420DD - 101 & 200
YAMHILL COUNTY, OREGON
MARCH, 2019

SHEET 1 OF 2

JOB #1616



Newberg

Surveying

SCALE: 1" = 30' 1' CONTOUR INTERVAL

HORIZ. DATUM: NAD 83(2011)(EPOCH:2010.0000)
OREGON COORDINATE REFERENCE SYSTEM
SALEM ZONE
VERTICAL DATUM: NGVD29 (GEOID12B)
INTERNATIONAL FEET

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YAMHILL COUNTY, OREGON
MARCH, 2019

SHEET 2 OF 2

JOB #1616