



Landscape Review Committee
Hybrid In-Person & ZOOM Online Meeting
Wednesday, January 7, 2025 - 12:00 PM

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

Join ZOOM Meeting online via the following link:

<https://mcminnvilleoregon.zoom.us/j/88138973805?pwd=dPNSRKb5dMDeGssb2682IKX3j3iMVq.1>

Meeting ID: 881 3897 3805 Passcode: 766657

Or join ZOOM Meeting by phone via the following number: 1-669-444-9171

Committee Members	Agenda Items
Brian Wicks	1. Call to Order and Roll Call
Carlton Davidson	2. Selection of Chair and Vice Chair (Exhibit 1)
Lee McCollins	3. Minutes
Eva Reutinger	4. Citizen Comments
Vacant	5. Action Items
	A. Street Tree Plan and Street Tree Removal (Exhibit 2)
	6. Committee Member Comments
	7. Staff Comments
	8. Adjournment

The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Manager (503) 434-7405 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

*Please note that these documents are also on the City's website, www.mcminnvilleoregon.gov. You may also request a copy from the Planning Division.

EXHIBIT 1 - STAFF REPORT

DATE: January 7, 2026
TO: Landscape Review Committee Members
FROM: Taylor Graybehl, Senior Planner
SUBJECT: Election of Committee Officers

The annual election of officers has been placed on your January 7, 2026 meeting agenda. As part of this process, the Landscape Review Committee shall elect a Chair and Vice-Chair at the first meeting of each year. The Chair presides over the meeting and public hearings. The Vice-Chair will preside over the meetings and public hearings in the Chair's absence.

The following outline is provided to help guide you through this election process.

Nominations of chair and vice-chair:

1. Begin with the nominations for the position of the chair. Any Committee member may nominate another member. Committee members can also nominate themselves. Nominations do not have to be seconded. If a nominee does not wish to be considered, that person can decline the nomination. When nominations stop, the chair will call for any more nominations. When no other nominations are forthcoming, the chair will state that the nominations are closed. Once the nominations are closed, the chair will state the names of the nominees. Each member must state their vote for the chair. If one person receives a majority of the vote, the chair will declare the result of the vote. If no one receives a majority of the vote, the vote must be done again. No person can be eliminated as a nominee, but any nominee can withdraw their nomination. The voting will continue until one person receives a majority of the vote.
2. The vice-chair will then be elected in the same manner.
3. At the close of the elections, the new chair will preside over the remainder of the meeting.



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

EXHIBIT 2 - STAFF REPORT

DATE: January 7, 2026
TO: Landscape Review Committee Members
FROM: Taylor Graybehl, Senior Planner
SUBJECT: Landscape Plan Review Application L 28-25

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 an application for a street tree plan and street tree removal submitted by Vincent Vincer. The application was submitted on December 10, 2025. The subject property is located at Tax Lot R4417DC 03601. ***See Figure 1.***

Staff has reviewed the application for consistency with the applicable criteria and recommends approval, subject to the conditions specified in the attached Decision Document.

Discussion:

Please refer to the Decision Document for the conclusionary findings, additional maps, plans, and background information.

Application Summary

The application is for a street tree plan and tree removal permit, associated with partition MP 1-23. The applications are submitted to address the conditions of approval.

Figure 1: Aerial Photo/Vicinity Map

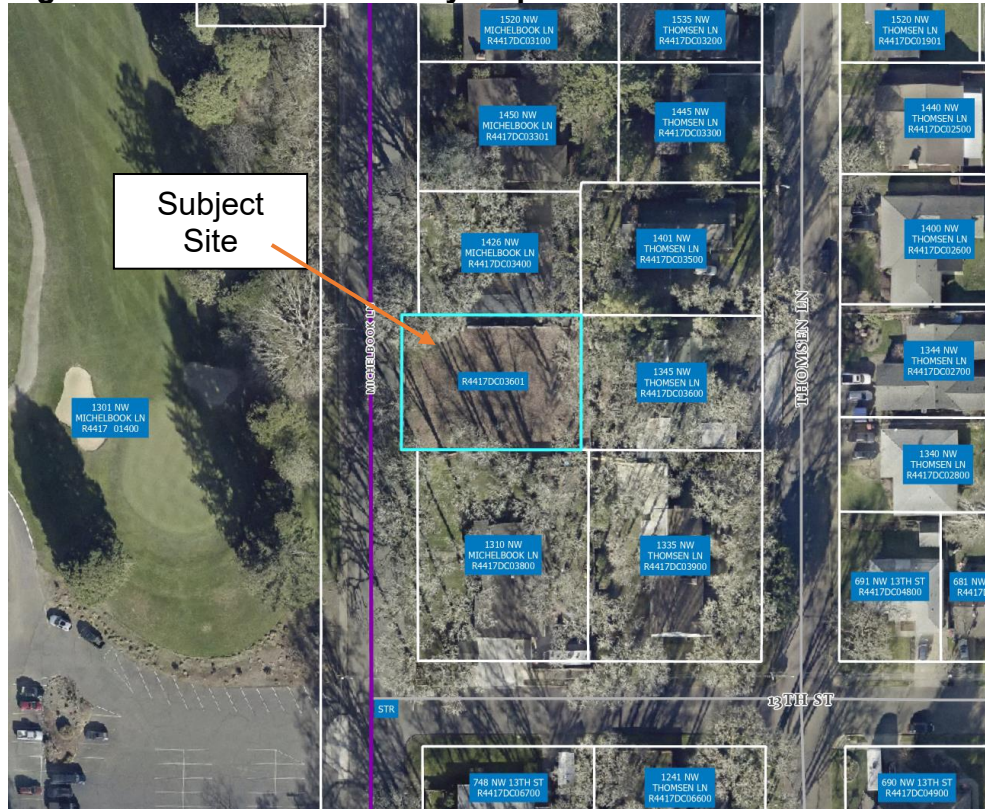


Figure 2: Zoning Map

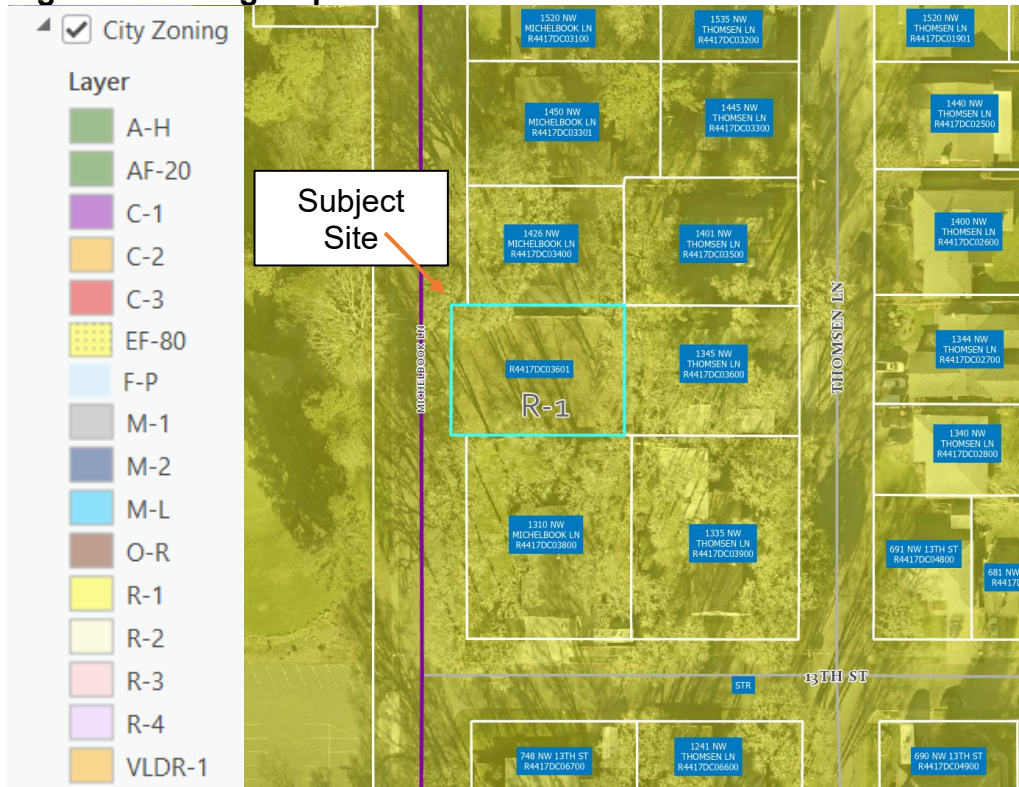
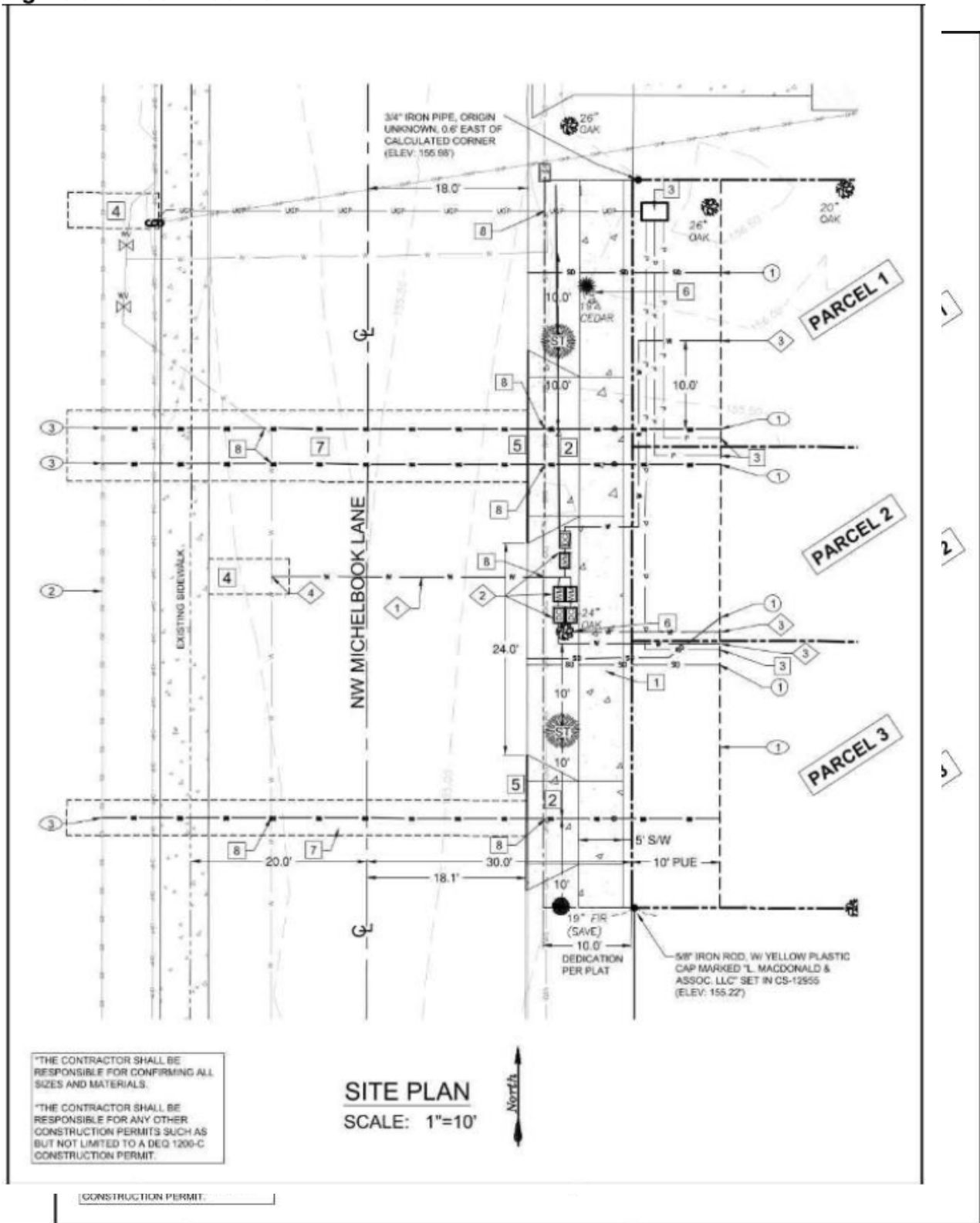


Figure 3. Street Tree Plan



Review Process

The application was submitted on December 10, 2025. The City of McMinnville did not provide public notice of the application, as Landscape Plan Review applications are reviewed by the process described in Chapter 17.57 of the McMinnville Zoning Ordinance, which does not require public notification. Street Tree Plans are required to go before the Landscape Review Committee per Section 17.58.100, the application is being processed as an administrative application per Section 17.57.050(A)(1). No public comments were received prior to the public meeting.

Summary of Criteria and Issues

Decisions and/or recommendations for approval of the application depend on whether the applications meet state regulations, the McMinnville Comprehensive Plan, and the McMinnville Municipal Code (MMC), and any specific conditions of approval of associated land use decisions. 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.

Street Tree Plan applications and street tree removal permits are subject to Chapter 17.58.

Attachments

A. (L 28-25) Decision Document with Attachments

Landscape Review Committee Options

1. **APPROVE** the application, per the decision document provided which includes the findings of fact and conditions of approval.
2. **APPROVE** the application with additional conditions of approval, providing findings of fact for the inclusion of additional conditions.
3. **CONTINUE** the application, requesting the applicant to submit more information or details for review.
4. **DENY** the application, providing findings of fact for the denial in the motion to deny.

Staff Recommendation:

Staff has reviewed the application for consistency with the applicable criteria. Staff finds that, subject to the recommended conditions specified in the attached Decision Document, the application submitted by the applicant contains sufficient evidence to find the applicable criteria are satisfied.

Staff **RECOMMENDS APPROVAL** of the application, subject to the conditions specified in the attached Decision Document.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, I MOVE THAT THE LANDSCAPE REVIEW COMMITTEE APPROVE THE DECISION DOCUMENT AND APPROVE THE STREET TREE PLAN AND STREET TREE REMOVAL APPLICATION L 28-25 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT



**CITY OF MCMINNVILLE
COMMUNITY DEVELOPMENT**

231 NE FIFTH STREET
MCMINNVILLE, OR 97128
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**DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE
APPROVAL OF A LANDSCAPE PLAN REVIEW FOR PROPERTY AT R4417DC 03601**

DOCKET: L 28-25 (Landscape Plan Review)

REQUEST: Approval of a Street Tree Plan and Street Tree Removal Permit for property at R4417DC 03601

LOCATION: Tax Lot R4417DC 03601

ZONING/OVERLAY: R-1 (Low Density Residential Zone)

APPLICANT: Vincent Vinceri

STAFF: Taylor Graybehl, Senior Planner

DATE RECEIVED: December 10, 2025

DECISION-MAKING

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

MEETING DATE

& LOCATION: January 7, 2026, 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, and McMinnville Water and Light. Their comments are provided in this document. No public notice

DECISION

DECISION: APPROVAL WITH CONDITIONS

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I. APPLICATION SUMMARY:

Subject Property

The subject site is located at Tax Lot R4417DC 03601. ***See Figure 1 (Ariel/Vicinity Map)***. The property is zoned R-1 (Low Density Residential Zone). ***See Figure 2 (Zoning Map)***. The subject property is located on NW Michelbook Lane, beginning approximately 133 feet north of the intersection of NW Michelbook Lane and 13th Street. The site is flat and undeveloped, with sparse ground cover and mature trees.

Application

The application is for a Street Tree Plan associated with the Minor Partition MP 1-23 and Street Tree Removal Permit for two street trees. MP 1-23 included two conditions of approval related to a Street Tree Plan, as provided below:

- 8) That per MMC 17.58.100(A) and (B), the Applicant shall provide evidence of an approved Street Tree Plan prior to the filing of the final partition plat, which demonstrates trees planted in NW Michelbook Lane in compliance with Street Tree Standards detailed in MMC 17.58.090.
- 9) That the Applicant shall install street trees, in compliance with an approved Street Tree Plan, prior to the submittal of the final partition plat or post security, as prescribed in MMC 17.53.153.

To comply with these conditions, the applicant has applied for approval of a Street Tree Plan. The Street Tree Plan indicates the removal of two street trees, as required for utility work, and the planting of two street trees at the subject site. The applicant's narrative has identified the trees to be planted as selected from the "medium" size category on the McMinnville Street Tree List. ***See Figure 3 (Street Tree Plan)***.

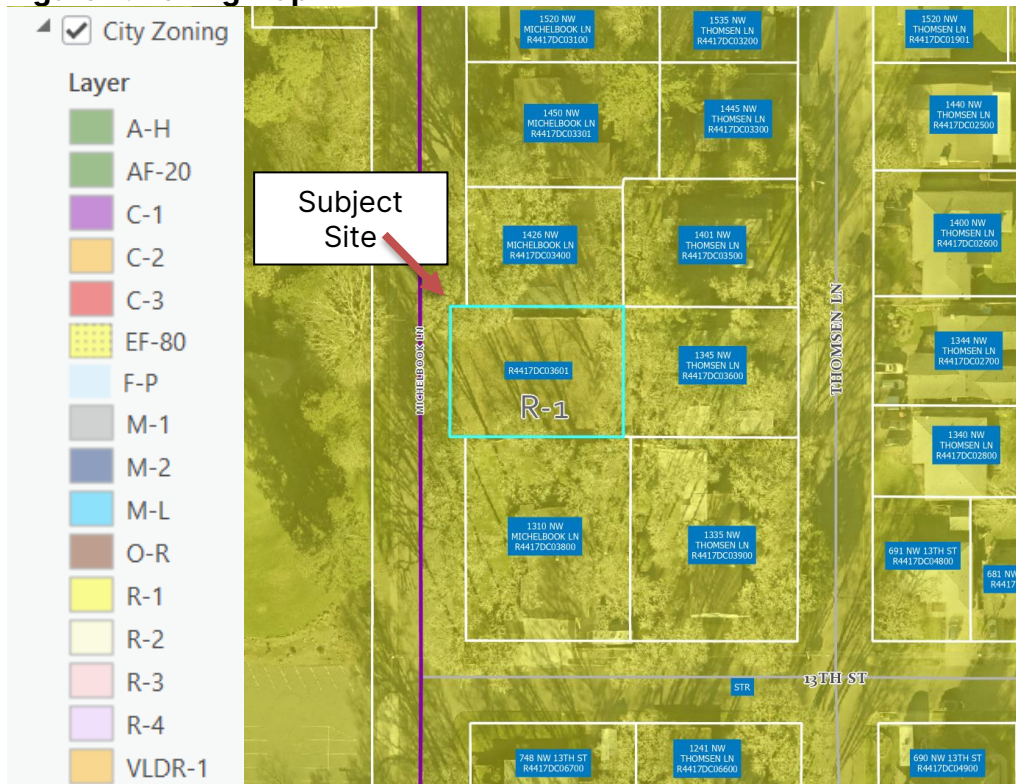
The proposed trees are approximately 40 feet in distance, so the applicant will be required to plant from a tree identified as "large" on the McMinnville Street Tree List.

Staff recommends approval of the Street Tree Plan and Street Tree Removal with revisions/conditions to change the trees to "large" to meet distancing requirements or select from those permitted on the McMinnville Street Tree List.

Figure 1: Aerial Photo/Vicinity Map



Figure 2: Zoning Map



[illegible]

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.

A Street Tree Plan is required in association with Minor Partition MP 1-23. Street Tree Plans are subject to the criteria and standards described in MMC Chapter 17.58 “Trees”.

II. CONDITIONS:

1. Tree(s) shall be removed or pruned following accepted arboricultural pruning practices, such as those published by the International Society of Arboriculture (ISA). (MMC 17.58.040(B))
2. All costs and liability associated with tree removal, pruning, and stump grinding shall be borne by the applicant and all work shall be done in a manner which ensures safety to individuals and public and private property. (MMC 17.58.040(C))
3. The applicant is responsible for grinding stumps and surface roots at least six (6) inches below grade. At least a two-inch-thick layer of topsoil shall be placed over the remaining stump and surface roots. The area shall be crowned at least two (2) inches above the surrounding grade to allow for settling and shall be raked smooth. The applicant shall restore any damaged turf areas and grades due to vehicular or mechanical operations. (MMC 17.58.040(E))
4. Street trees approved for removal shall be replanted within six months of receiving notification of this decision or secured subject to the Street Tree Plan approval. (MMC 17.57.040(F))
5. Prior to submittal of final plat, the applicant shall submit revised plans with the most recent city design drawings and specifications (see attachment). (MMC 17.58.040(H))
6. Pruning will be performed in accordance with accepted arboricultural practices, such as those published by the International Society of Arboriculture (ISA). (MMC 17.58.050(2)(c))
7. No street tree or public tree shall be removed, destroyed, broken or injured without previous approval. Street trees and public trees shall be free from attachments not intended to protect the tree. During construction, street trees and public trees shall be protected from construction with sufficient guards or protectors if in proximity to construction activities. All building materials or other debris shall be kept outside of the drip line of any street tree or public tree. (MMC 17.58.075)
8. Prior to submittal of final plat, the applicant shall submit revised plans that indicate street trees to be selected from the McMinnville Street Tree List to be appropriate for the planter width strip, with a mature size of over 40 feet tall, and more than 35 feet wide branching. (MMC 17.58.090(A) & (C))

9. Prior to submittal of final plat, the applicant shall submit revised plans that identify street trees to have a minimum diameter of two (2) inches measured at six (6) inches above ground level and note that all street 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 and free of insects, diseases, mechanical injury, and other objectionable features when planted. (MMC 17.58.090(B))
10. Prior to submittal of final plat, the applicant shall submit revised plans with the following note:

Street trees shall be planted to spacing standards established in MMC Section 17.58.090(E), 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.
 - d. Variations to distances may be granted by the Public Works Director.
11. Prior to the submittal of final plat, the applicant shall install street trees or secure for the planting of street trees as prescribed in Section 17.53.153. (MMC 17.58.100(A)(1))
 12. Street trees shall be continually maintained for one full growing season following planting by the developer or property owner, including necessary watering, weeding, pruning, and replacement. (MMC 17.58.120(A))
 13. Street trees shall be maintained in perpetuity, and if they must be replaced, they shall be maintained by the adjacent property owner or developer with a tree of a species from the McMinnville Street Tree list. (MMC 17.58.120(B))
 14. Street trees shall be maintained continually per MMC 17.58.120(D):
 - a. This includes necessary watering, weeding, pruning, and replacement.
 - b. Street shall be pruned with at least fifteen (15) feet of clearance above NW Michelbook.
 - c. A permit shall be obtained prior to the removal or major pruning (removal of 20 percent of the tree canopy, tree topping, or disturbance of 10 percent of the root system) of any street tree.

III. ATTACHMENTS:

1. (L 28-25) Application and Attachments (on file with the Planning Department)
2. Street Tree Planting Design and Specifications

IV. COMMENTS:

Agency Comments

This matter was referred to the following public agencies for comment: McMinnville Public Works and McMinnville Water and Light. No comments were received as of December 31, 2025.

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 Sections 17.58.100 and 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 received on December 10, 2025. Based on that date, the application is subject to a 30-day review timeframe of January 9, 2026.
3. Notice of the application was referred to the following public agencies for comment on December 26, 2025, McMinnville Public Works 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 Sections 17.58.100 and 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 January 7, 2026, to review the application and proposed landscape plan.

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** Tax Lot R4417DC 03601
2. **Size:** The lot is approximately 0.218 acres
3. **Comprehensive Plan Map Designation:** Residential
4. **Zoning:** R-1 (Low Density Residential Zone)
5. **Overlay Zones/Special Districts:** None.
6. **Current Use:** Vacant
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** None
 - b. **Other:** None
8. **Other Features:** The property is primarily flat at the elevation of the street.
9. **Utilities:** Utilities are available in NW Michelbook, as part of MP 1-23 the applicant is responsible for the extension of utilities.
10. **Transportation:** NE Michelbook Lane is classified as a Minor Collector in the Transportation System Plan (TSP).

VII. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable standards for Street Trees are specified in Section 17.58.090 of the Zoning Ordinance

In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable

goals and policies of Volume II. “Proposals” specified in Volume II are not mandated but are to be undertaken in relation to all applicable land use requests.

Comprehensive Plan Volume II:

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

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

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

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

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

APPLICANT’S RESPONSE: None.

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

McMinnville Zoning Ordinance

The following Sections of the McMinnville Zoning Ordinance 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: APPLICABLE. The application is for a Street Tree Plan associated with MP 1-23 and Street Tree Removal Permit, subject to the standards of Chapter 17.58 "Trees". The project has been brought before the Landscape Review Committee as required by Section 17.58.100(A)(1).

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: NOT APPLICABLE. The application is for a Street Tree Plan associated with MP 1-23 and a Street Tree Removal permit, and is not subject to these standards.

17.57.040 Specific Uses Requiring Landscaping.

- A. Churches, subject to the landscaping requirements of a multiple-dwelling development when in a residential zone and subject to the landscaping requirements of a commercial development when in a zone other than residential;*
- B. Utility substations, subject to the landscaping requirements of commercial uses.*
- C. Mobile home park, subject to the requirements of a multiple-dwelling development;*
- D. Multiple-dwelling, commercial, and industrial uses in residential planned developments, subject to the landscaping requirements of the type of use in the planned development.*

APPLICANT'S RESPONSE: None.

FINDING: NOT APPLICABLE. The application is for a Street Tree Plan associated with MP 1-23 and a Street Tree Removal permit, and is not subject to these standards.

17.57.050 Plans - Submittal and Review – Approval – Completion Time Limit.

17.57.050(A). *Review Process. Two review processes are available for landscape review: administrative and discretionary. An applicant may choose which process to use. The administrative process utilizes standards that do not require the use of discretionary decision-making. The discretionary process utilizes purpose and intent that are more subjective in nature and are intended to provide the applicant with more design flexibility. Regardless of the review process, the applicant must demonstrate how the applicable standards or the purpose and intent of this Chapter are being met.*

- 1. Administrative Review Process. An application for Administrative Review shall comply with the standards of this Chapter.*

[...]

APPLICANT'S RESPONSE: None.

FINDING: APPLICABLE. The applicant has submitted an application for a Street Tree Plan and Street Tree Removal Permit. Per Section 17.58.100(A)(1), the Landscape Review Committee is responsible for reviewing such plans. However, the applicant has not sought discretionary review and is therefore to be reviewed by the process provided for administrative review.

- a. The Planning Director shall conduct a review within thirty (30) days of submission of the plans. A failure to review within thirty (30) days shall be considered as approval of the plan.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The application and fee were received on December 10, 2025. Within 30 days of submission, the Planning Director reviewed the plans and issued a decision.

b. The landscape plan shall be approved if it is found to comply with the criteria in Section 17.57.040 and Section 17.57.070.

APPLICANT'S RESPONSE: None.

FINDING: NOT APPLICABLE. The application is for a Street Tree Plan and a Street Tree Removal Permit and is not subject to the standards of Sections 17.57.040 and 17.57.070, but rather to Sections 17.58.040, 17.58.050, 17.58.090, 17.58.100, and 17.58.110.

c. No building permit shall be issued until the landscape plan has been approved, unless exempted in writing by the Planning Director.

APPLICANT'S RESPONSE: None.

FINDING: NOT APPLICABLE. The application is for a Street Tree Plan and Street Tree Removal Permit and is not subject to this standard.

d. Minor changes in the landscape plan shall be allowed, such as like-for-like replacement of plants, as long as they do not alter the character and aesthetics of the original plan, as determined by the Planning Director, and those changes do not bring the landscape plan into non-compliance with the standards of this chapter.

APPLICANT'S RESPONSE: None.

FINDING: NOT APPLICABLE. The application is for a Street Tree Plan and Street Tree Removal Permit and is not subject to this standard.

2. Discretionary Review Process. The applicant may opt for the discretionary review procedure in accordance with the provisions of this subsection.

[...]

APPLICANT'S RESPONSE: None.

FINDING: NOT APPLICABLE. The applicant has not sought discretionary review and is therefore to be reviewed by the process provided for administrative review.

17.57.050(B). *The applicant is responsible for ensuring approved landscape plans comply with Building and Civil Plans; additional fees may be assessed for repeated review.*

17.57.050(C). *Occupancy permits may be issued prior to the complete installation of all required landscaping if security equal to 120 percent of the cost of landscaping, as determined by the*

Planning Director is filed with the City assuring such installation within a time specified by the Planning Director, but not to exceed six months after occupancy. The applicant shall provide the estimates of landscaping materials and installation to the satisfaction of the Planning Director prior to approval of the security. "Security" may consist of a faithful performance bond payable to the City, cash, certified check, time certificate of deposit, or assignment of a savings account, and the form shall meet with the approval of the City Attorney. If the installation of the landscaping is not completed within the period specified by the Planning Director, or within an extension of time authorized by the Landscape Review Committee, the security may be used by the City to complete the installation. Upon completion of the installation, inspection, and approval, any portion of the remaining security deposited with the City shall be returned. The final landscape inspection shall be made prior to any security being returned. Any portions of the plan not installed, not installed properly, or not properly maintained shall cause the final inspection and/or approval to be postponed until the project is completed or cause the security to be used by the City;

17.57.050(D). *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.*

APPLICANT'S RESPONSE: None.

FINDING: NOT APPLICABLE. The application is for a Street Tree Plan and Street Tree Removal permit and is not subject to this standard.

17.57.060 Plans - Information to be Included in the Application. *The following information shall be included in the landscape plan review application submitted under Section 17.57.050:*

- A. Existing locations of trees with a trunk five (5) inches or more in diameter 4.5 feet above ground level at the base of the trunk or if a tree splits into multiple trunks below 4.5 feet measured at its most narrow point beneath the split, their variety (common or botanical name) and indication of whether they are to remain or to be removed from the site. Method of protection of trees and shrubs to remain indicated. In the event a large number of trees are to be retained and if no construction or construction access is required through or within the drip line of the trees, the general area with the number of trees involved may be given in lieu of listing and locating each tree;*
- B. The location, size, and the variety (common and botanical name), and size of all new trees, shrubs, groundcover and lawns at maturity;*
- C. The percentage of the gross area to be landscaped;*
- D. Any equipment proposed for recreation uses;*
- E. All existing and proposed site features including walkways, graveled areas, patios, courts, fences, decks, foundations, structures, potted trees, raised planters, or other open spaces with construction details, location, setbacks, and any additional information necessary so that the review committee may be fully knowledgeable of the project when discussing the application;*
- F. 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 or to be used, in sufficient detail to demonstrate compliance with Section 17.57.070(5);*
- G. *If the discretionary review process is requested, submit those additional items identified in Section 17.57.050(A)(2)(a), including the required information on the landscape plan and the written narrative;*
- H. *All of the following information must be included in the landscape plan:*
- 1. North arrow.*
 - 2. Drawn to scale (standard architectural or engineering).*
 - 3. Lot and building setback dimensions.*
 - 4. Clear vision areas as identified in Section 17.54.080.*
 - 5. Property corner elevations (if there is more than a 4-foot elevation differential, site plan must show contour lines at 2-foot intervals).*
 - 6. Location of easements and driveway (existing and proposed).*
 - 7. Footprint of new structure (including decks).*
 - 8. Location of existing wells and septic systems.*
 - 9. Existing and proposed utility locations, including sanitary sewer, storm sewer, water lines, utility poles, powerlines, fire hydrants, streetlights, natural gas, utility meters, etc.*
 - 10. Lot area, building coverage area, percentage of coverage and impervious area.*
 - 11. Surface drainage.*
 - 12. Location and extent of fill on the lot.*
 - 13. Existing and platted street names and other public ways.*
- I. *Planting schedule to include quantity, size, and variety (common and botanical) of all plant materials.*
- J. *If tree protection is required per Section 17.58.075, provide a Tree Protection Plan*
- K. *For any addition or expansion of an existing structure or parking lot that results in additional lot coverage and in addition to other requirements set forth in this subsection, square footage of existing lot coverage, (building area, not including basement or upper floors, and parking or loading areas) and the square footage of the additional lot coverage.*
- L. *If the discretionary review process is requested, submit those additional items identified in Section 17.57.050(A)(2)(a), including the required information on the landscape plan and the written narrative; (Ord. 5156, 2025; Ord. 5027 §2, 2017; Ord. 4128 (part), 1981; Ord. 3380 (part), 1968).*

APPLICANT'S RESPONSE: None.

FINDING: NOT APPLICABLE. The application is for a Street Tree Plan and Street Tree Removal permit and is not subject to this standard.

17.57.070 Area Determination – Planning Factors.

17.57.070(A). *Landscaping shall be accomplished within the following ranges:*

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

3. *Multiple-dwelling, twenty-five percent of the gross area. This may be reduced to not less than fifteen 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.)*
4. *A parking lot or parking structure built in any zone providing parking spaces as required by the zoning ordinance shall be landscaped in accordance with the commercial requirements set forth above in subsection 2 of this section.*
5. *Any addition to or expansion of an existing structure or parking lot which results in additional lot coverage shall be landscaped as follows: Divide the amount of additional lot coverage (building area, not including basement or upper floors, plus required parking and loading zones) by the amount of the existing lot coverage (building area, not including basement or upper floors, plus required parking and loading zones), multiply by the percentage of landscaping required in the zone, multiply by the total lot area of both the original development and the addition; however, the total amount of the landscaping shall not exceed the requirements set forth in this subsection.*

a.

ALC (additional lot coverage	X	% of landscaping	X	Total lot area
ELC (Existing Lot Coverage)		required		

- b. *Landscaping to be installed on an addition or expansion may be spread over the entire site (original and addition or expansion projects) with the approval of the review committee;*

APPLICANT'S RESPONSE: None.

FINDING: NOT APPLICABLE. The application is for a Street Tree Plan and Street Tree Removal permit and is not subject to this standard.

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.*

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

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.*

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

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.*

17.57.070(B)(6). *Suitable watering facilities or irrigation systems must be included in or near all planted 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: NOT APPLICABLE. The application is for a Street Tree Plan and Street Tree Removal permit and is not subject to this standard.

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. (Ord. 5027 §2, 2017; Ord. 4816 §2, 2004; Ord. 4654B §1, 1997).*

APPLICANT'S RESPONSE: The applicant understands and acknowledges the purpose of this chapter and the landscape plan is consistent.

FINDING: SATISFIED WITH CONDITIONS. The applicant is subject to the standards of Chapter 17.58 including the purpose statement. The proposed conditions of approval bring the project into compliance with this section.

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

- A. Individual significant or historic trees as defined in this ordinance.*
- B. All trees with trunks located completely or partially within any public area or right-of-way;*
- C. All trees on developable land and subject to or undergoing development review such as site plan review, tentative subdivision review, or partition review; (Ord. 5027 §2, 2017; Ord. 4654B §1, 1997).*

APPLICANT'S RESPONSE: None.

FINDING: APPLICABLE. Subject to Minor Partition MP 1-23, the applicant is responsible for the submittal of a Street Tree Plan. In addition, the applicant has requested a Street Tree

Removal permit to remove two (2) street trees, due to required improvements associated with the partition.

Section 17.58.040 Tree Removal/Replacement

17.58.040(A). *The removal or major pruning of a tree, if applicable under Section 17.58.020, shall require City approval, unless specifically designated as exempt by this ordinance. Persons wishing to remove or prune such trees shall file an application for a permit with the City. The applicant shall include information describing the location, type, and size of the subject tree or trees, and the reasons for the desired action, and the costs associated with tree removal, replacement, and repair of any other public infrastructure impacted by the tree removal or major pruning. Applications shall be reviewed by the City Manager or City Manager's Designee (hereafter "Manager") or the Landscape Review Committee as provided in this Chapter, including Section 17.58.050. Only applications for Complex Tree Removal Permits shall be forwarded to the McMinnville Landscape Review Committee for a decision within 30 (thirty) days of submittal, except as authorized in Section 17.58.050. Requests for tree removal within the Downtown Tree Zone shall be submitted to the City. Such requests shall be acted upon as soon as practicable, with consideration given to public safety, value of the tree to the public, and work schedules. The Manager should attempt to make decisions on such requests within five calendar days of submittal. The Landscape Review Committee or Manager, as appropriate, may approve, approve with conditions, or deny the request based on the criteria stated in Section 17.58.050. A decision of the committee or Manager may be appealed to the Planning Commission if written notice of the appeal is filed with the City within 15 (fifteen) days of the committee's or Manager's decision. A decision made by the Manager in response to a request to remove an unsafe tree, or a tree causing repeated and excessive damage to sidewalks, or other public or private improvements or structures shall be final, unless appealed by the applicant; no other party shall have standing to appeal.*

APPLICANT'S RESPONSE: None.

FINDING: APPLICABLE. The applicant has proposed removing two street trees due to required improvements for MP 1-23.

Section 17.58.040(B). *Trees subject to this ordinance which are approved for removal or pruning shall be removed or pruned following accepted arboricultural pruning practices, such as those published by the International Society of Arboriculture (ISA) and any standards adopted by the City. The Manager, after consultation with appropriate city staff and/or a certified arborist, shall direct removal of downtown trees that are identified in a current Downtown Tree Zone inventory assessment as unhealthy, dangerous to the public, inappropriate for the downtown area, or otherwise in need of removal.*

APPLICANT'S RESPONSE: None

FINDING: SATISFIED WITH CONDITION OF APPROVAL #1. The two street trees approved for removal under this application are subject to these standards.

CONDITION OF APPROVAL #1: Tree(s) shall be removed or pruned following accepted arboricultural pruning practices, such as those published by the International Society of Arboriculture (ISA). (MMC 17.58.040(B))

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #2. The applicant has proposed removing two trees subject to Chapter 17.58. The applicant is responsible for complying with the above standards.

CONDITION OF APPROVAL #2: All costs and liability associated with tree removal, pruning, and stump grinding shall be borne by the applicant and all work shall be done in a manner which ensures safety to individuals and public and private property. (MMC 17.58.040(C))

Section 17.58.040(D). *Approval of a request to remove a tree may be conditioned upon replacement of the tree with another tree approved by the city, or a requirement to pay to the city an amount sufficient to fund the planting and establishment by the city of a tree, or trees, of similar value. The value of the existing 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. Every attempt should be made to plant replacement trees in the same general location as the tree being removed. In the event that a replacement tree cannot be planted in the same general location, a condition of approval may be required to allow for the replacement tree to be planted in another location in the City as part of the City's annual tree planting program.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The applicant has proposed removing two (2) street trees. Plans show the planting of two (2) street trees. This standard requires either the one-to-one replacement of trees or replacement based on tree value. The application complies with the mitigation standard with the replanting of two (2) trees.

Section 17.57.040(E). *The applicant is responsible for grinding stumps and surface roots at least six inches below grade. At least a two-inch-thick layer of topsoil shall be placed over the remaining stump and surface roots. The area shall be crowned at least two inches above the surrounding grade to allow for settling and shall be raked smooth. The applicant shall restore any damaged turf areas and grades due to vehicular or mechanical operations. The area shall be re-seeded.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #3. The applicant has proposed the removal of trees subject to Chapter 17.58. The applicant will be responsible for complying with this section as part of the removal.

CONDITION OF APPROVAL #3: The applicant is responsible for grinding stumps and surface roots at least six (6) inches below grade. At least a two-inch-thick layer of topsoil shall be placed over the remaining stump and surface roots. The area shall be crowned at least two (2) inches above the surrounding grade to allow for settling and shall be raked smooth. The

applicant shall restore any damaged turf areas and grades due to vehicular or mechanical operations. (MMC 17.58.040(E))

Section 17.57.040(F). *The applicant shall complete the tree removal, and tree replacement if required, within six months of receiving notification of the Manager's or Landscape Review Committee's decision. The Manager or Landscape Review Committee may allow for additional time to complete the tree replacement to allow for planting in favorable seasons and to promote tree survivability.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #4. The applicant has proposed removing trees subject to Chapter 17.58 and seeks the approval of a Street Tree Plan. Tree removal and replacement must follow the time period established in this section, or they may be replaced subject to the standards of a Street Tree Plan as determined by Section 17.58.110(1).

CONDITION OF APPROVAL #4: Street trees approved for removal shall be replanted within six months of receiving notification of this decision or secured subject to the Street Tree Plan approval. (MMC 17.57.040(F))

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

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. No additional conditions are necessary.

17.58.040(H). *The planting of street trees shall be subject to the design drawings and specifications developed by the City in May 2014, as may be subsequently amended. Specific design drawings and specifications have been developed for trees outside the Downtown Tree Zone. Such design specifications may be periodically updated by the City to include specifications such as tree root barriers, watering tubes or structures, tree grates, and removable pavers, and shall graphically describe the proper method for planting trees to minimize the potential for sidewalk / tree root conflict.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #5. The applicant has included design drawings and specifications on plans. However, plans do not include the most recent design drawings and specifications. The applicant shall submit revised plans with the most recent design drawings and specifications.

CONDITION OF APPROVAL #5: Prior to the submittal of final plat, the applicant shall submit revised plans with the most recent city design drawings and specifications (see attachment). (MMC 17.58.040(H))

17.58.050 **Application Review and Criteria.**
A. Application for Simple Tree Removal Permit.

1. *Review. Applications for simple tree removal permits shall be reviewed by the Manager in accordance with the requirements of this Chapter on a form containing information required by the Manager.*
2. *Criteria. Each tree proposed for removal must meet at least one of the following criteria:*
 - a. *The tree is a hazard as determined by a Certified arborist, and the arborist has demonstrated that less intensive options than removal, such as pruning, cabling, or bracing of limbs would not abate the hazard or would have a significant adverse effect on the health of the tree.*
 - b. *The tree is dead or in an advanced state of decline.*
 - c. *The tree species is on the nuisance list for Oregon or the list of invasive trees published by OSU Extension.*
 - d. *Tree is infested with pests or disease.*
 - e. *The tree roots are causing damage to sidewalks or other infrastructure, and the damage can't reasonably be abated without removing the tree. In evaluating whether the damage can be reasonably abated without removing the tree, consideration shall be given to impacts of the necessary abatement on the tree's health, further damage to infrastructure that would occur if the tree is retained, and alternative methods of abatement that would retain and protect the tree and prevent further damage. When considering reasonable abatement methods, greater priority shall be placed on retention of larger, healthy trees.*
 - f. *The tree has sustained physical damage to an extent that necessitates its removal to address an issue of safety or tree health and aesthetics.*
 - g. *The proposed removal is part of an approved development project, a public improvement project where no reasonable alternative is available, or is part of a street tree improvement program. When considering reasonable alternatives, greater priority shall be placed on retention of larger, healthy trees.*
 - h. *If the tree is on an adopted list or inventory of trees identified by the City as part of an adopted tree protection program, such as a Heritage Tree list the decision shall also meet any applicable requirements related to the protection of such trees.*
3. *Arborist Verification. In order to meet any of the above criteria for removal verification of tree health or a tree's impacts on infrastructure shall be required, at the expense of the applicant, by a Certified Arborist acceptable to the City. The Manager may waive the requirement for verification by an Arborist if it is reasonable to determine a tree is dead by inspection or other documentation required by the Manager. (Ord. 5027 §2, 2017; Ord. 4816 §2, 2004; Ord. 4654B §1, 1997).*
4. *At the Manager's discretion, any simple tree removal permit application may be referred to the Landscape Review Committee for review, to be reviewed by the Committee within 30 days of submittal of the application.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The applicant has proposed removing two (2) street trees associated with the project MP 1-23. Due to required improvements related to the sidewalk and utilities, no reasonable alternative exists. The proposed removal qualifies under Section 17.58.050(2)(g).

17.58.050(B) Application for Tree Major Pruning Permit.

1. *Review.* Applications for major pruning of trees shall be reviewed by the Manager in accordance with the requirements of this Chapter on a form containing information required by the Manager.
2. *Criteria.* Each tree proposed for major pruning shall meet all of the following criteria:
 - a. *The pruning is necessary to reduce risk of hazard, maintain or improve tree health and structure, or improve aesthetics in accordance with accepted arboricultural practices, or to achieve compliance with public standards such as vision clearance, vertical clearance above sidewalks or roadways, or separation from overhead utilities.*
 - b. *The proposed pruning shall be consistent with the public purposes of Section 17.58.010 and shall not adversely affect the health of the tree. When pruning is necessary to reduce risk of hazard or achieve compliance with public standards, the tree structure and aesthetics shall be maintained to the extent practicable.*
 - c. *The proposed pruning will be performed consistent with accepted arboricultural practices, such as those published by the International Society of Arboriculture (ISA).*
 - d. *If the tree is on an adopted list or inventory of trees identified by the City as part of an adopted tree protection program, such as a Heritage Tree list, the decision shall also meet any applicable requirements related to the protection of such trees.*
3. *Arborist Verification.* In order to meet any of the above criteria for major pruning, verification of the need and consistency with the criteria for the proposed pruning shall be required, at the expense of the applicant, by a Certified Arborist acceptable to the City.
4. *At the Manager's discretion, any application for major pruning of a tree may be referred to the Landscape Review Committee for review, to be reviewed by the Committee within 30 days of submittal of the application.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #6. Two street trees are proposed to remain adjacent to the subject site, one on the northern and one on the southern edge of the property. It appears that both trees may have excavation in their drip lines, and their root systems will be affected. If over 10% of the roots are to be pruned, pruning shall be performed consistent with accepted arboricultural practices.

CONDITION OF APPROVAL #6: Pruning will be performed in accordance with accepted arboricultural practices, such as those published by the International Society of Arboriculture (ISA). (MMC 17.58.050(2)(c))

17.58.075 Protection of Trees.

- A. *It shall be unlawful for any person to remove, destroy, break, or injure any street tree or public tree. Individuals convicted of removing or destroying a tree without City approval shall be subject to paying to the City an amount sufficient to fund the planting and establishment of a tree, or trees, of similar value. The value of the removed or destroyed tree 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.

- B. It shall be unlawful for any person to attach or keep attached to any street or public tree or to the guard or stake intended for the protection of such tree, any rope, wire, chain, sign, or other device, except as a support for such tree.*
- C. During the construction, repair, alteration or removal of any building or structure it shall be unlawful for any owner or contractor to leave any street tree or public tree in the vicinity of such building or structure without a good and sufficient guard or protectors as shall prevent injury to such tree arising out of or by reason of such construction or removal.*
- D. Excavations shall not occur within the drip line of any street tree or public tree without approval of the City, applying criteria developed by the Landscape Review Committee. Utility pole installations are exempted from these requirements. During such excavation or construction, any such person shall guard any street tree or public tree within the drip line, or as may be required by the Manager or Landscape Review Committee.*
- E. All building material or other debris shall be kept outside of the drip line of any street tree or public tree.*

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #7. Other street trees are found adjacent to the subject site and are subject to these standards. These street trees shall be protected during the construction process.

CONDITION OF APPROVAL #7: No street tree or public tree shall be removed, destroyed, broken or injured without previous approval. Street trees and public trees shall be free from attachments not intended to protect the tree. During construction, street trees and public trees shall be protected from construction with sufficient guards or protectors if in proximity to construction activities. All building materials or other debris shall be kept outside of the drip line of any street tree or public tree. (MMC 17.58.075)

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: APPLICABLE. The applicant has proposed a partition and is subject to the standards of MMC 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: The applicant proposes removal of two existing street trees for constructability to install city sidewalk, driveway aprons, and utilities. The applicant proposes to install two new street trees of Medium species (species specified at time of construction) in 5' planter per the city standards.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #8. The proposed street tree plans include species identified as "medium" from the McMinnville Street Tree list. The applicant has noted that "medium" size trees are required due to the width of the planter being 5'. Due to the proposed spacing of trees at a distance greater than 30', the applicant must select a tree in the "medium" section of the McMinnville Street Tree List that meets the size characteristic of "large" (mature size of over 40 feet tall and more than 35 feet wide branching) as designed in Section 17.58.090(C). See Section 17.58.090(C) for findings.

CONDITION OF APPROVAL #8: Prior to submittal final plat, the applicant shall submit revised plans that indicate street trees to be selected from the McMinnville Street Tree List to be appropriate for the width of the planter strip, with a mature size of over 40 feet tall, and more than 35 feet wide branching. (MMC 17.58.090(A) & (C))

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: The applicant proposes removal of two existing street trees for constructability to install city sidewalk, driveway aprons, and utilities. The applicant proposes to install two new street trees of Medium species (species specified at time of construction) in 5' planter per the city standards.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #9. Street trees shall be planted to the standards of this section. A condition of approval is included to ensure compliance with standards.

CONDITION OF APPROVAL #9. Prior to submittal of final plat, the applicant shall submit revised plans that identify street trees to have a minimum diameter of two (2) inches measured at six (6) inches above ground level and note that all street 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 and free of insects, diseases, mechanical injury, and other objectionable features when planted. (MMC 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. Within commercial and industrial development staggered, or irregular spacing is permitted, as may be approved by the McMinnville Landscape Review Committee. When planting*

replacement trees within the Downtown Tree Zone, consideration shall be given to the height of adjacent buildings.

APPLICANT'S RESPONSE: The applicant proposes removal of two existing street trees for constructability to install city sidewalk, driveway aprons, and utilities. The applicant proposes to install two new street trees of Medium species (species specified at time of construction) in 5' planter per the city standards.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #8. The proposed plans indicate a distance of approximately 40' between street trees and the street trees are not evenly spaced. Due to the distance between trees, both trees must meet the definition of a "large tree" (over 40 feet tall and more than 35 feet wide, with branching). Due to site configuration, required improvements, and buffer distances between trees and infrastructure, it is not possible to achieve even spacing of trees; the proposed street tree configuration complies with the evenly spaced requirements given these restrictions.

CONDITION OF APPROVAL #8: Prior to submittal final plat, the applicant shall submit revised plans that indicate street trees to be selected from the McMinnville Street Tree List to be appropriate for the width of the planter strip, with a mature size of over 40 feet tall, and more than 35 feet wide branching. (MMC 17.58.090(A) & (C))

17.58.090(D). *Except as provided in this Section, street trees shall be planted within a curbside planter strip or tree wells consistent with the applicable standards and dimensions of the City's adopted Complete Street standards, with the street trees centered between back of curb and front of sidewalk. However, where a street with sidewalk was previously constructed to a different standard, the Manager may authorize deviation to the street tree planting standards, with street trees planted in a narrower planter strip or behind the sidewalk. Except when authorized by the Manager, street trees shall not be planted within a curbside landscape strip narrower than four (4) feet in width between the sidewalk and curb. When nonconforming conditions do not allow for trees to be planted in tree wells or planter strips along major collector or arterial streets per the adopted Complete Street standards, street trees adjacent to major collector streets or arterial streets shall be placed a minimum of five (5) feet from the back edge of the sidewalk. Except when authorized by the Director, a street tree shall not be planted closer than two and one-half (2 1/2) feet from the face of a curb. These standards may be superseded by design drawings and specifications as periodically developed and adopted by the City.*

APPLICANT'S RESPONSE: The applicant proposes removal of two existing street trees for constructability to install city sidewalk, driveway aprons, and utilities. The applicant proposes to install two new street trees of Medium species (species specified at time of construction) in 5' planter per the city standards.

FINDING: SATISFIED. Proposed plantings comply with the requirements of this section.

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: The applicant proposes removal of two existing street trees for constructability to install city sidewalk, driveway aprons, and utilities. The applicant proposes to install two new street trees of Medium species (species specified at time of construction) in 5' planter per the city standards.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #10. The plans provided comply with this standard. A condition is proposed to require a note on plans indicating the required distance in case of required field changes.

CONDITION OF APPROVAL #10. Prior to submittal of final plat, the applicant shall submit revised plans with the following note:

Street trees shall be planted to spacing standards established in MMC Section 17.58.090(E), 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.
- d. Variations to distances may be granted by the Public Works Director.

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: The applicant proposes removal of two existing street trees for constructability to install city sidewalk, driveway aprons, and utilities. The applicant proposes to install two new street trees of Medium species (species specified at time of construction) in 5' planter per the city standards.

FINDING: STATISIFIED. The applicant has proposed removing two (2) street trees and planting two (2) new ones. The applicant complies with this standard.

17.58.100 Street Tree Plans.

A. Submittal.

1. *Subdivisions and Partitions: Street tree planting plans shall be submitted to the Landscape Review Committee for review and approval prior to the filing of a final subdivision or partition plat.*
2. *Commercial, Industrial, Parking Lots, and Multi-dwelling Residential Development: Landscape plans, to include street tree planting as may be required by this ordinance,*

shall be submitted to the Landscape Review Committee for review and approval prior to the issuance of a building permit.

B. Street Tree Plan Content. At a minimum, the street tree planting plan should:

- 1. Indicate all existing trees, noting location, species, size (caliper and height) and condition;*
- 2. Indicate whether existing trees will be retained, removed or relocated;*
- 3. Indicate the measures to be taken during site development to ensure the protection of existing trees to be retained;*
- 4. Indicate the location, species, and size (caliper and height) of street trees to be planted;*
- 5. Indicate the location of proposed and existing utilities and driveways; and*
- 6. 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. (Ord. 4654B §1, 1997).*

APPLICANT'S RESPONSE: None.

FINDING: STATISIFIED WITH CONDITIONS. The applicant submitted this Street tree plan application in response to condition of approval #8 for partition MP 1-23 in compliance with Section 17.58.100(A)(1). The landscape review committee reviewed the plan and recommended approval subject to the conditions found in this document. The street tree plan provided meets the minimum content requirements.

17.58.110 Street Tree Planting.

A. Residential subdivisions and partitions.

- 1. Planting Schedule: Street trees required of residential subdivisions and partitions shall be installed prior to submittal of a final subdivision plat or partition plat. As an alternative the applicant may file a surety bond or other approved security to assure the planting of the required street trees, as prescribed in Section 17.53.153.*

APPLICANT'S RESPONSE: The applicant proposes to have the street trees installed per the Right-of-way and street tree plan prior to final partition plat.

FINDING: APPLICABLE. The proposed project is subject to Street Tree Plans standards as it is a proposed partition plat. A condition has been proposed to implement this standard.

CONDITION OF APPROVAL: Prior to the submittal of final plat, the applicant shall install street trees or secure for the planting of street trees as prescribed in Section 17.53.153. (MMC 17.58.100(A)(1))

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 OF APPROVAL #12 TO #14. 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.

CONDITION OF APPROVAL #12. Street trees shall be continually maintained for one full growing season following planting by the developer or property owner, including necessary watering, weeding, pruning, and replacement. (MMC 17.58.120(A))

CONDITION OF APPROVAL #13. Street trees shall be maintained in perpetuity, and if they must be replaced, they shall be maintained by the adjacent property owner or developer with a tree of a species from the McMinnville Street Tree list. (MMC 17.58.120(B))

CONDITION OF APPROVAL #14. Street trees shall be maintained continually per MMC 17.58.120(D):

- a. This includes necessary watering, weeding, pruning, and replacement.
- b. Street shall be pruned with at least fifteen (15) feet of clearance above NW Michelbook.
- c. A permit shall be obtained prior to the removal or major pruning (removal of 20 percent of the tree canopy, tree topping, or disturbance of 10 percent of the root system) of any street tree.

**Planning Department**

231 NE Fifth Street • McMinnville, OR 97128

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

www.mcminnvilleoregon.gov

569-25-000260-PLNG

Office Use Only:File No. L 28-25Date Received 12/10/2025Fee \$2,115.00Receipt No. 212319Received by JH

Landscape Plan Review Application

Applicant InformationApplicant is: ☒ Property Owner ☐ Contract Buyer ☐ Option Holder ☐ Agent ☐ Other _____Applicant Name Vincent Vinceri Phone 503 984 1363Contact Name _____ Phone _____
(If different than above)Address 4620 SW 36th StCity, State, Zip Redmond, OR 97756Contact Email vav@symbiotik.com**Property Owner Information**Property Owner Name _____ Phone _____
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Site Location and Description

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

Property Address none(NW Michelbook Lane)Assessor Map No. R4417 -DC - 03601 Total Site Area 0.2181 Acres

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation _____ Zoning Designation _____


Landscaping Information

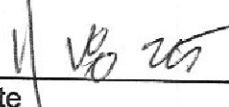
1. Total Landscaped Area: approx. 250 SF ROW landscape strip - replacing 2 street trees
2. Percent Landscaped: n/a
3. Building Floor Area:
New Structure: n/a Existing Structure: n/a Addition: _____
4. Architect Name SCE&S Phone 541-382-8882
(Landscape Architect; Engineer; or Other Designer)
Contact Name Adam Kershaw Phone _____
Address 920 SE Armour Road
City, State, Zip Bend OR, 97702
Contact Email adam@suncountry.engineering

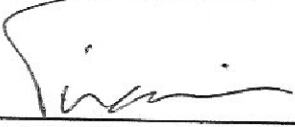
In addition to this completed application, the applicant must provide the following:

- ☐ 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


Date


Property Owner's Signature


Date

APPLICANT'S BURDEN OF PROOF STATEMENT

PROPOSAL: Street Tree Removal and Replacement in Conjunction with improvements conditioned per MP 1-23

**APPLICANT/
OWNER:** Vincent Venceri
4620 SW 36th Street
Redmond, OR 97756

**ENGINEER/
AGENT:** Sun Country Engineering and Surveying
920 S.E. Armour Rd.
Bend, OR 97702

LOCATION: City of McMinnville, Yamhill County, Oregon, Tax Lot 4417DC-3601

APPLICABLE CRITERIA AND STANDARDS:

- (1) Title 17, Zoning
 - (a) 17.58.090; Street Tree Standards
 - (b) 17.58.110(A); Street Tree Planting

FINDINGS OF FACT:

1. **LOCATION:** The subject site is identified as Tax Lot 4417DC-3601. It is located east of NW Michelbook Lane.
2. **EXISTING ZONING AND GENERAL PLAN DESIGNATION:** The subject property is zoned (R-1).
3. **SITE DESCRIPTION & SURROUNDING USES:** The property is currently un-developed with residential development bounded to the north and to the south.
4. **PROPOSAL:** The applicant is proposing the removal of two street trees for right-of-way and utility work and replacing them with two new trees.
5. **APPLICATION MATERIALS AND EXHIBITS:** The following materials are submitted as part of the complete application:
 - Application form
 - Street Tree plan
 - Narrative

APPLICATION OF THE CRITERIA AND STANDARDS:

17.58.090 – Street Tree Standards.

- A. The species of the street trees to be planted shall be chosen from the McMinnville Street Tree List, as approved by Resolution 2019-26, and as may have been subsequently amended, unless approval of another species is given by the McMinnville Landscape Review Committee. The Landscape Review Committee may periodically update the McMinnville Street Tree List as necessary to reflect current arborist practices and industry standards.
- B. Street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well-developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.
- C. Small or narrow stature trees (under 25 feet tall and less than 16 feet wide branching) should be spaced no greater than 20 feet apart; medium sized trees (25 feet to 40 feet tall, 16 feet to 35 feet wide branching) should be spaced no greater than 30 feet apart; and large trees (over 40 feet tall and more than 35 feet wide branching) should be spaced no greater than 40 feet apart. Within residential developments, street trees should be evenly spaced, with variations to the spacing permitted as approved by the City for specific site limitations and safety purposes. Within commercial and industrial development staggered, or Ordinance 3380 Page | 276 of 360 irregular spacing is permitted, as may be approved by the McMinnville Landscape Review Committee. When planting replacement trees within the Downtown Tree Zone, consideration shall be given to the height of adjacent buildings.
- D. Except as provided in this Section, street trees shall be planted within a curbside planter strip or tree wells consistent with the applicable standards and dimensions of the City's adopted Complete Street standards, with the street trees centered between back of curb and front of sidewalk. However, where a street with sidewalk was previously constructed to a different standard, the Manager may authorize deviation to the street tree planting standards, with street trees planted in a narrower planter strip or behind the sidewalk. Except when authorized by the Manager, street trees shall not be planted within a curbside landscape strip narrower than four (4) feet in width between the sidewalk and curb. When nonconforming conditions do not allow for trees to be planted in tree wells or planter strips along major collector or arterial streets per the adopted Complete Street standards, street trees adjacent to major collector streets or arterial streets shall be placed a minimum of five (5) feet from the back edge of the sidewalk. Except when authorized by the Director, a street tree shall not be planted closer than two and one-half (2 1/2) feet from the face of a curb. These standards may be superseded by design drawings and specifications as periodically developed and adopted by the City.
- E. Street trees shall not be planted within ten (10) feet of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines, or within twenty (20) feet of street light standards or street intersections, or within five (5) feet of a private driveway or alley. New utility poles shall not be located within five (5) feet of an existing street tree. Variations to these distances may be granted by the Public Works Director and as

may be required to ensure adequate clear vision.

- F. Existing street trees shall be retained unless approved by the Manager 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 Manager to save existing street trees. Any street tree removed through demolition or construction within the street right-of-way, or as approved by the City, shall be replaced within the street right-of-way at a location approved by the city with a tree, or trees, of similar value. As an alternative the property owner may be required to pay to the City an amount sufficient to fund the planting and establishment by the city of a tree of similar value. The value of the existing street tree to be removed shall be calculated using the methods set forth in the edition then in effect of the "Guide for Plant Appraisal" published by the International Society of Arboriculture Council of Tree Landscape Appraisers. The developer or applicant shall be responsible for the cost of the planting, maintenance and establishment of the replacement tree.
- G. Sidewalk cuts in concrete for tree planting shall be a minimum of four feet by six feet, with the long dimension parallel to the curb, and if located within the Downtown Tree Zone shall follow the design drawing or updated design drawings and specifications as periodically developed and adopted by the City. (Ord. 5027 §2, 2017; Ord. 4816 §2, 2004; Ord. 4654B §1, 1997).

FINDING: The applicant proposes removal of two existing street trees for constructability to install city sidewalk, driveway aprons, and utilities. The applicant proposes to install two new street trees of Medium species (species specified at time of construction) in 5' planter per the city standards.

17.58.110 – Street Tree Planting.

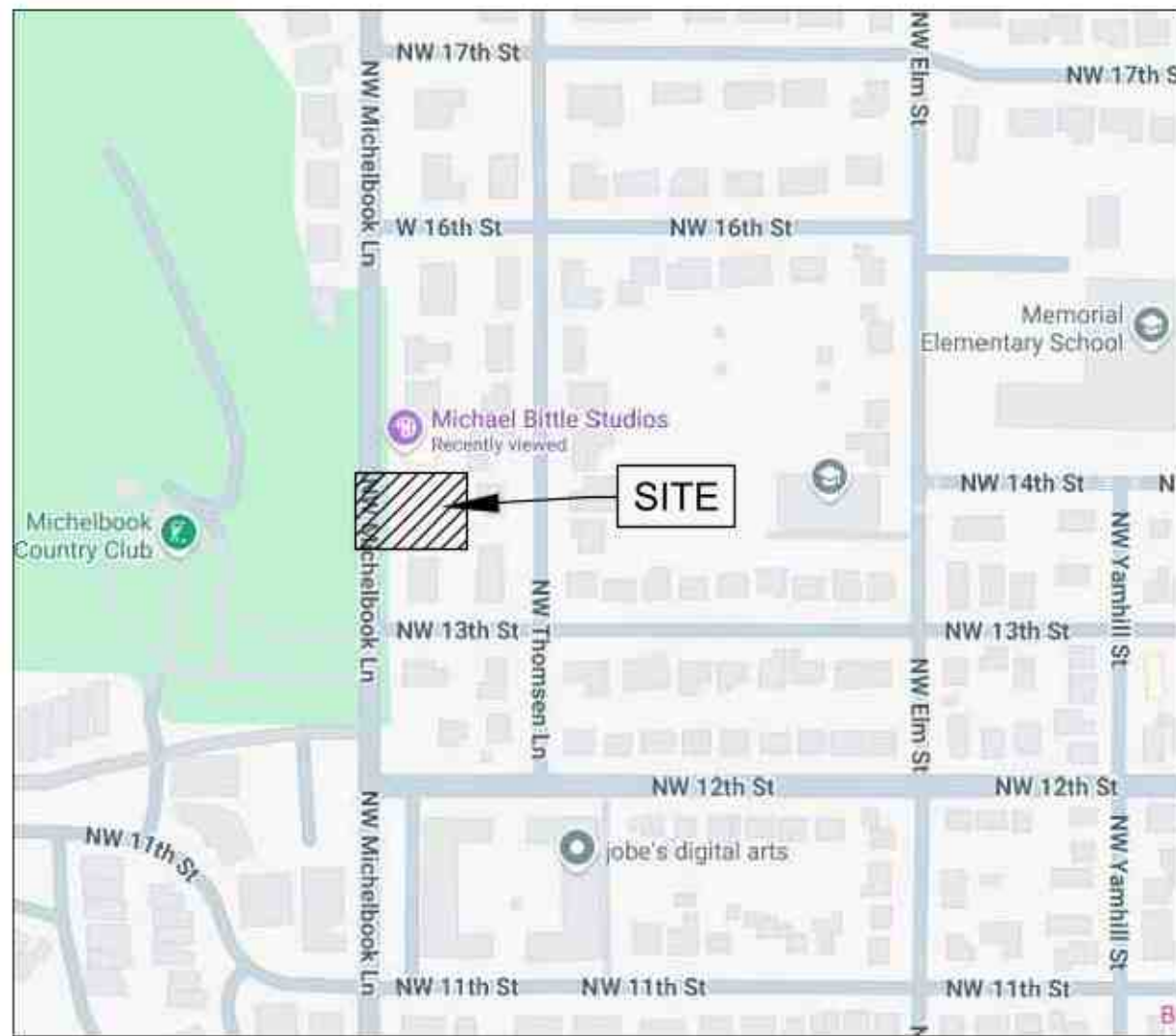
(A). Residential subdivisions and partitions.

1. Planting Schedule: Street trees required of residential subdivisions and partitions shall be installed prior to submittal of a final subdivision plat or partition plat. As an alternative the applicant may file a surety bond or other approved security to assure the planting of the required street trees, as prescribed in Section 17.53.153.

FINDING: The applicant proposes to have the street trees installed per the Right-of-way and street tree plan prior to final partition plat.

CONCLUSION:

Based on the application materials and exhibits submitted, removing two trees and replacing with two trees per the specifications, the burden has been met.



VICINITY MAP
SCALE: N.T.S.



OREGON LAW REQUIRES YOU TO FOLLOW RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH OAR 952-001-0090. YOU MAY OBTAIN COPIES OF THE RULES BY CALLING THE CENTER AT (503) 232-1987.

ROW EXHIBIT

DECEMBER 2025

NW MICHELBOOK LANE

CITY OF McMinnville, Yamhill County, Oregon
TAX LOT 4417DC - 3601

OWNER:
VINCENT VINCERI
4620 SW 36TH STREET
REDMOND, OR 97756

SCHEDULE OF IMPROVEMENTS:

MC WATER & LIGHT:

- 1 EA 233 POWER VAULT
- 3 EA 1" WATER SERVICES

CITY:

- 82 LF 5' SIDEWALK
- 3 EA 4" SEWER SERVICES
- 2 EA DRIVEWAY APRONS

SHEET INDEX:

- | | | |
|-------|------|--------------------------|
| SHEET | C1.0 | PLAN SHEET / ROW WORK |
| SHEET | D1.1 | MC WATER & LIGHT DETAILS |
| SHEET | D1.2 | CITY DETAILS |

LEGEND:

EXISTING	PROPOSED
BENCHMARK (FOUND)	BENCHMARK (SET)
CATCH BASIN/DITCH INLET	CLEANOUT
CONDUIT CLUSTER	CONTROL MON
CURB INLET	CURB INLET
DRAINAGE FLOW	DRYWELL
IRON ROD (FND)	JUNIPER
MAILBOX	MONUMENT (FOUND)
MONUMENT (SET)	PONDOROSA PINE
POWER BOX	SANITARY MANHOLE
SIGN	STORM MANHOLE
TREE	UTILITY POLE
UTILITY VAULT	WATER FIRE HYDRANT
WATER VALVE	WATER METER BOX
WATER DCVA	BANK (BOTTOM)
BANK (TOP)	CABLE TV
CANAL	CENTERLINE
DITCH (CENTER)	EDGE OF CONCRET
EDGE OF GRAVEL	EDGE OF PAVEMENT
EASEMENT	FENCE
FENCE (SILT)	GAS
IRRIGATION	PVMT REPAIR/SAWCUT
PROPERTY BOUNDARY	PROPERTY SETBACKS
POWER	POWER (OVERHEAD)
POWER (UNDERGRND)	RIVER
SANITARY SEWER	PRESSURE SEWER
VAC SEWER	STORM DRAIN
TELEPHONE	UTILITIES (UNGRND)
WATER	WATER

KEY NOTES:

STREETS / DRY UTILITY

- NEW - 5' SIDEWALK PER CITY STANDARDS
- NEW - DRIVEWAY APRON PER CITY STANDARDS
- NEW - POWER VAULT PER MC WATER & LIGHT
RUN SERVICE LINES THROUGH PUE
- BORE PIT LOCATION. RESTORE SURFACE TO EXISTING CONDITIONS
PER CITY STANDARDS
- CURB CUT - REMOVE / REPLACE WITH CURB DROP FOR DRIVEWAY
ARPON TO CITY STANDARDS
- TREE TO BE REMOVED - REPLACED WITH STREET TREE
PER CITY STANDARDS
- SAW CUT GRAVITY SEWER TRENCH. RESTORE SURFACE TO EXISTING
CONDITIONS PER CITY STANDARDS
- CONTRACTOR TO POT HOLE PRIOR TO CONSTRUCTION TO CONFIRM
ELEVATIONS FOR CONFLICTS.

SANITARY SEWER

- NEW - 4" SEWER SERVICE PER CITY STANDARDS @ 2% MIN SLOPE (TYP)
- EXTEND THROUGH PUE. CAPPED AND MARKED
- EXISTING 10" CONCRETE SEWER MAIN
- 4" SERVICE SADDLE PER CITY STANDARDS

STORM SEWER

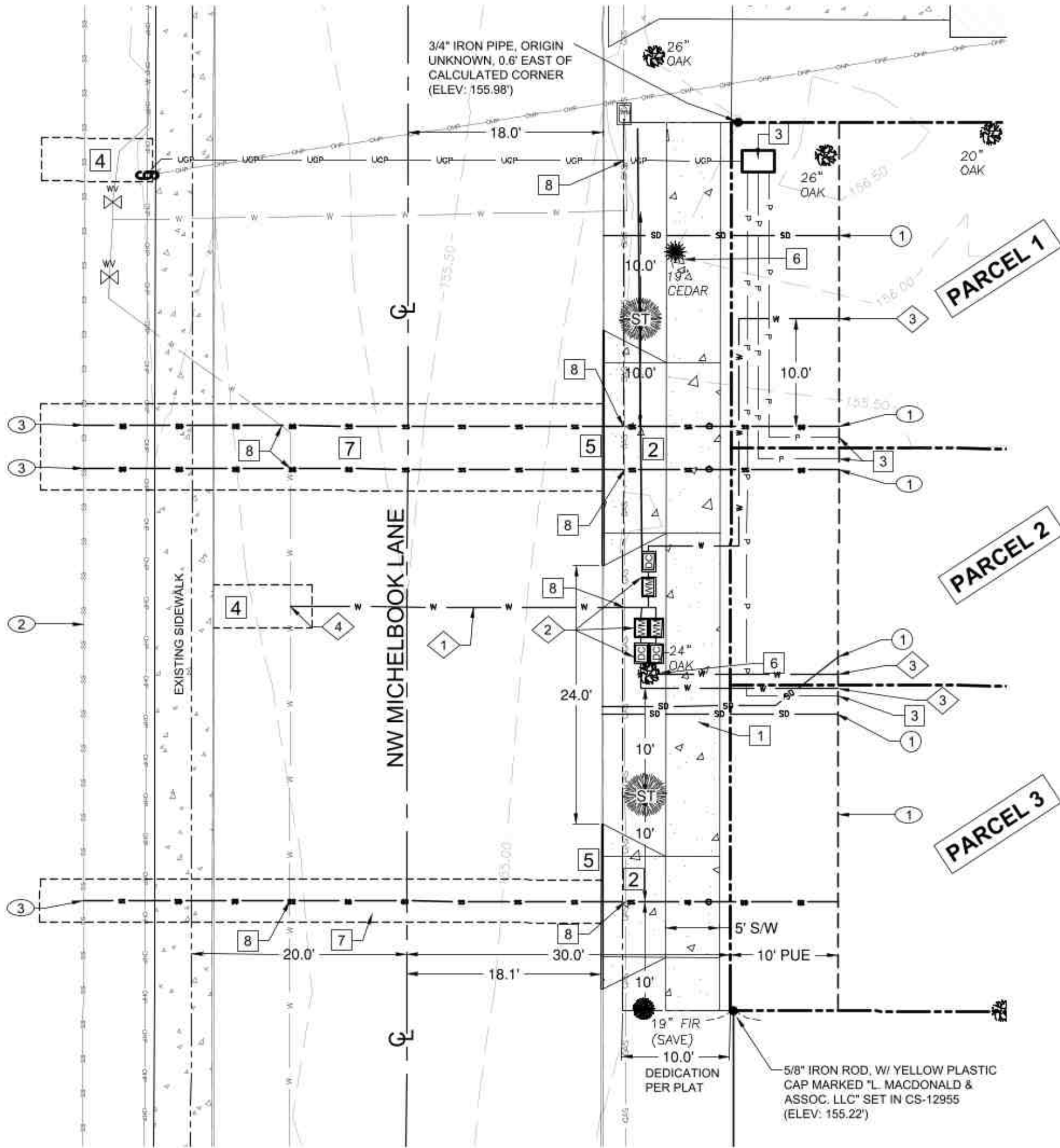
- NEW - 3" STORM LINE. RUN THROUGH CURB TO PUE. CAPPED AND MARKED

WATER

- NEW - 2" PEX WATER PER MC WATER & LIGHT STANDARDS
- NEW - 1" WATER METERS WITH DCVA PER MC WATER & LIGHT
- NEW - 1" WATER SERVICE PER MC WATER AND LIGHT
- EXTEND THROUGH PUE. CAPPED AND MARKED
- EXISTING - 12" WATER MAIN

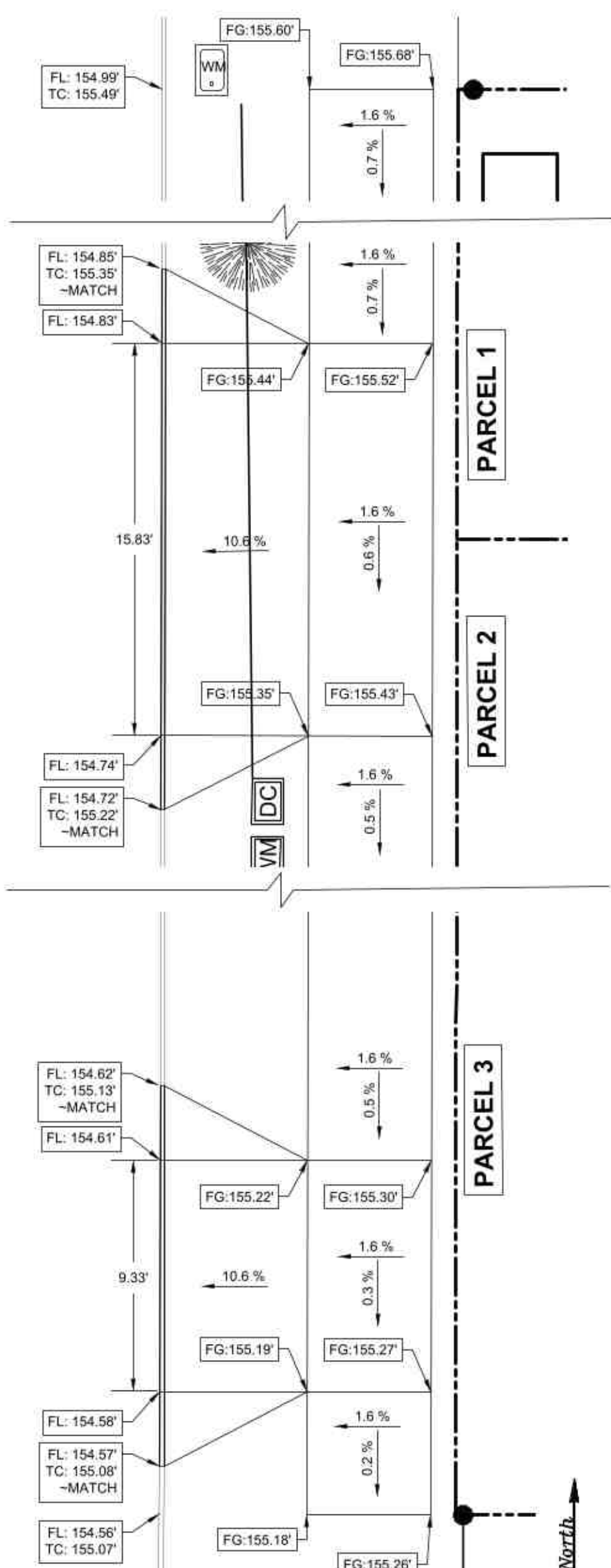
- STREET TREE LOCATION PER CITY STANDARDS. (34B)

*THE CONTRACTOR SHALL COORDINATE WITH MC WATER AND LIGHT AND CITY UTILITY FOR GAS POTHOLES FOR LOCATION VERIFICATION.

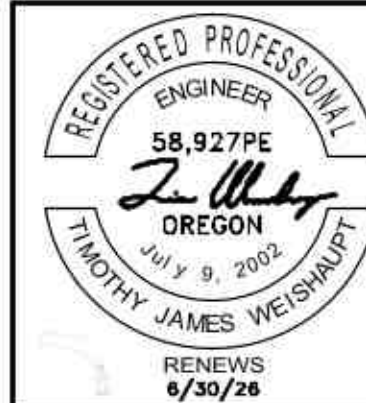


SITE PLAN
SCALE: 1"=10'

*THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY OTHER CONSTRUCTION PERMITS SUCH AS BUT NOT LIMITED TO A DEQ 1200-C CONSTRUCTION PERMIT.



SIDEWALK / APRON DETAIL
SCALE: 1"= 5'



SUN COUNTRY
ENGINEERING & SURVEYING, INC.

ESTABLISHED 1976

920 SE ARMOUR DRIVE BEND, OR 97702 541-382-8882

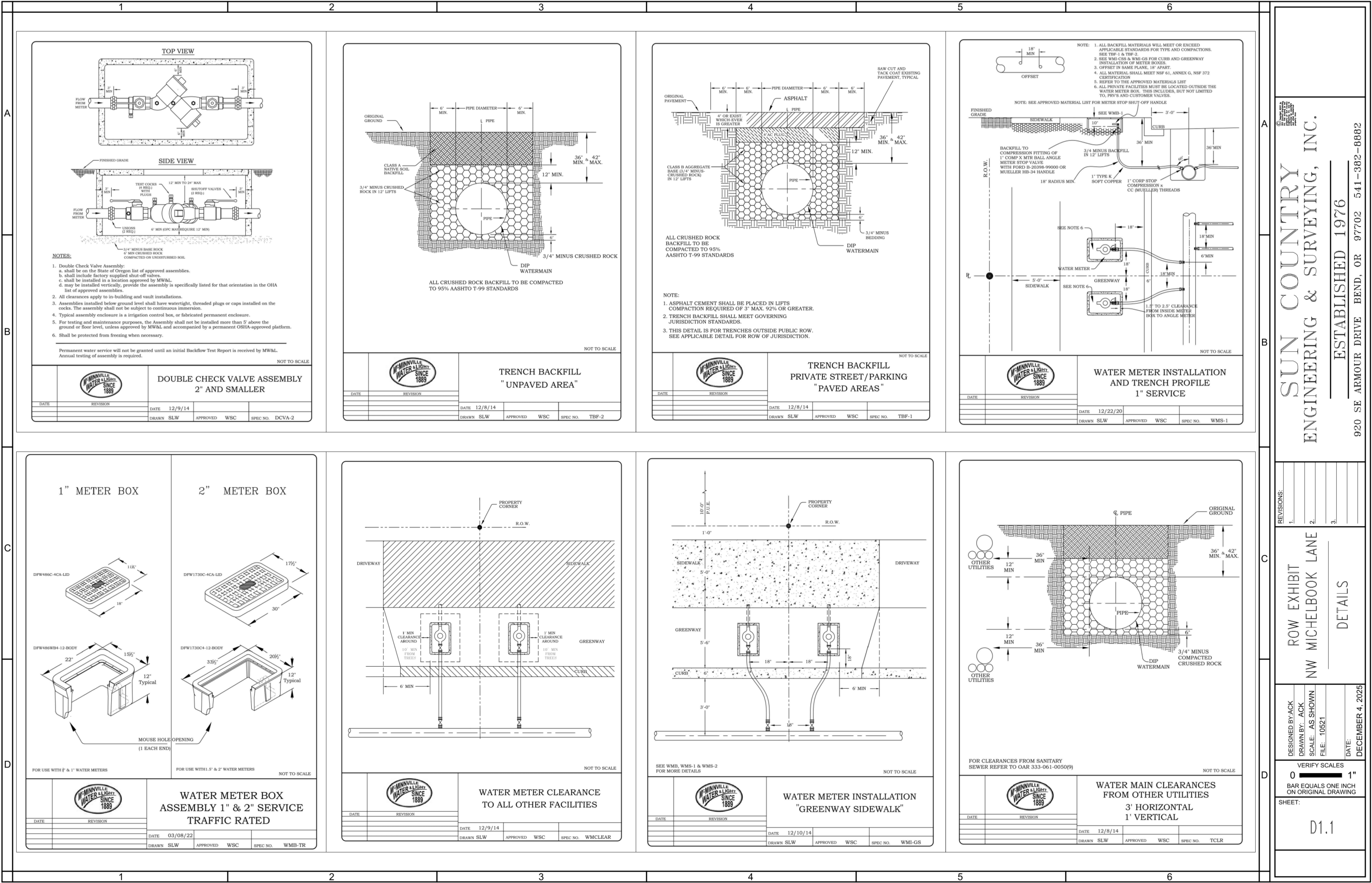
REVISIONS:

ROW EXHIBIT
NW MICHELBOOK LANE
PLAN SHEET

DESIGNED BY/ACK
DRAWN BY: ACK
SCALE: AS SHOWN
FILE: 10521
DATE: DECEMBER 4, 2025

VERIFY SCALES:
0 1"
BAR EQUALS ONE INCH
ON ORIGINAL DRAWING

SHEET:
C1.0



SUN COUNTRY
ENGINEERING & SURVEYING, INC.

ESTABLISHED 1976

920 SE ARMOUR DRIVE BEND, OR 97702 541-382-8882

REVISIONS:	
1.	
2.	
3.	

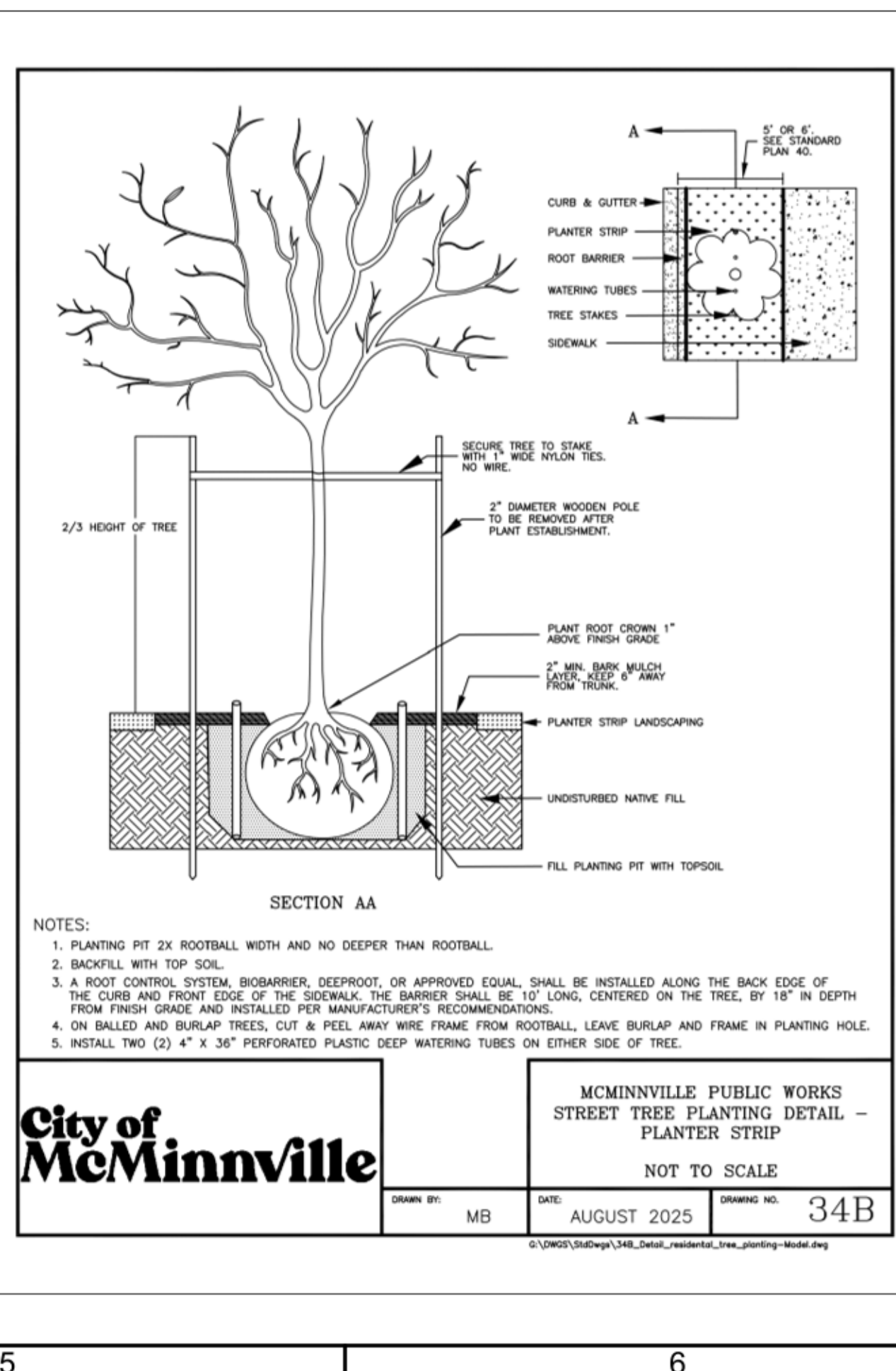
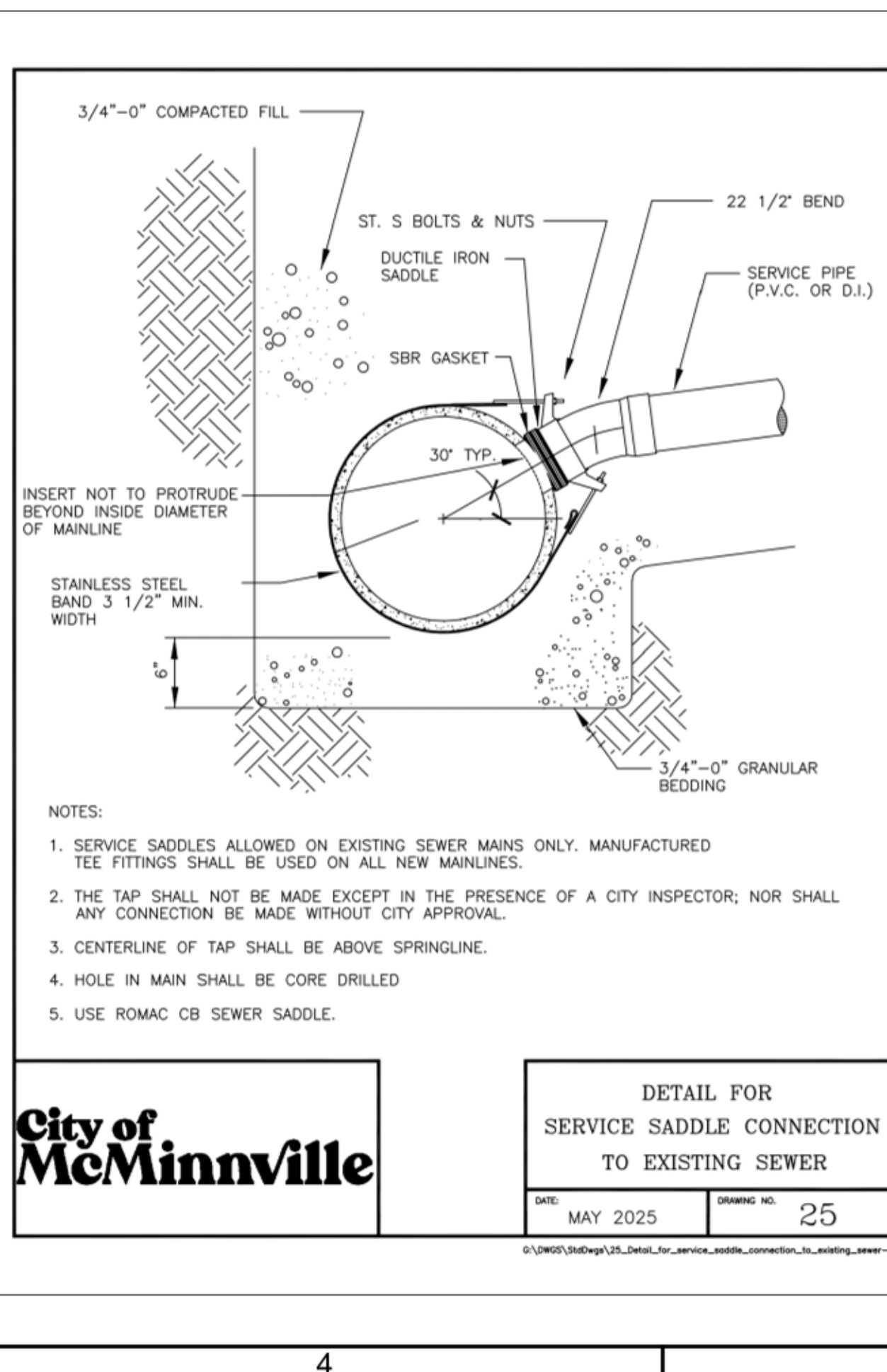
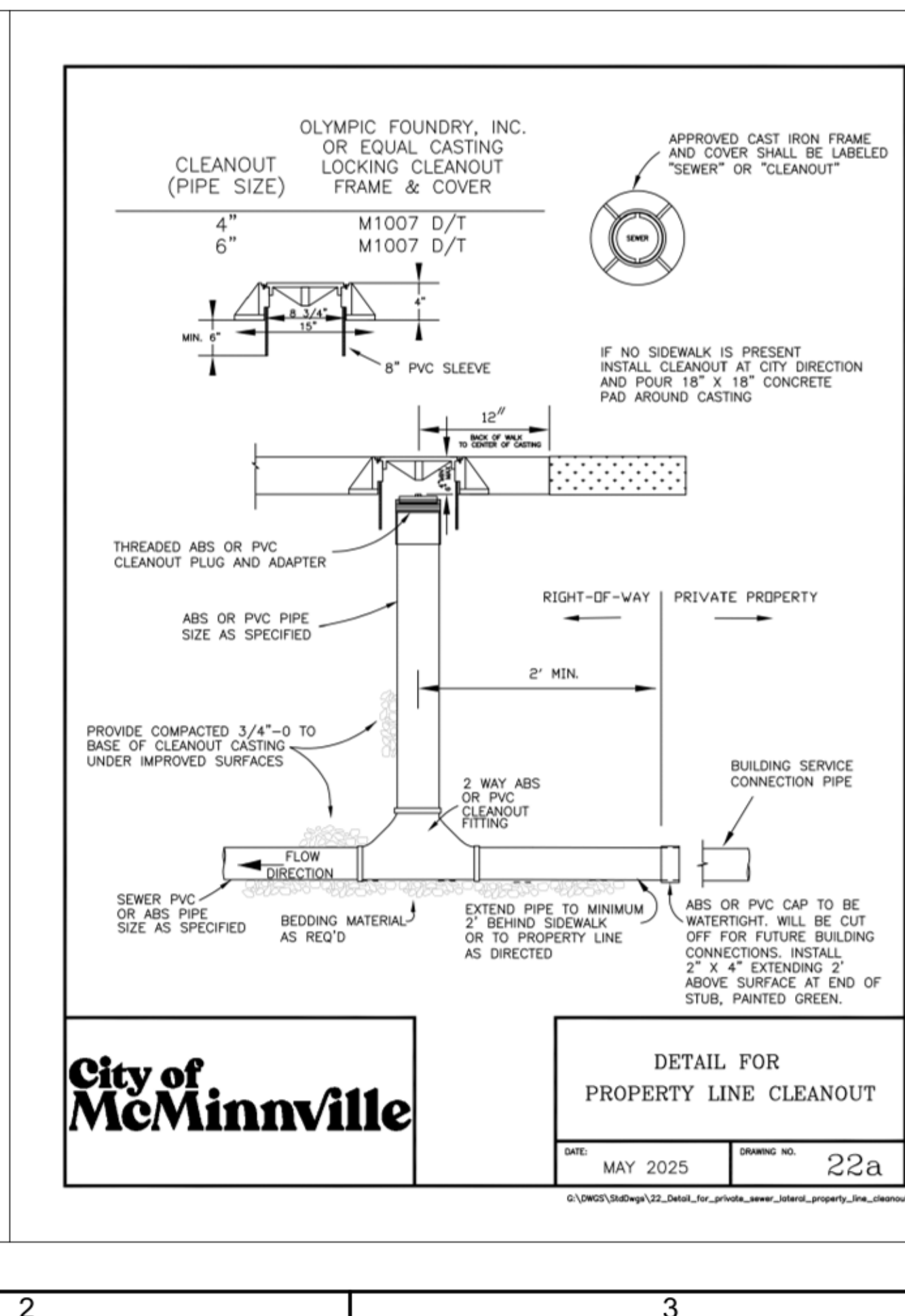
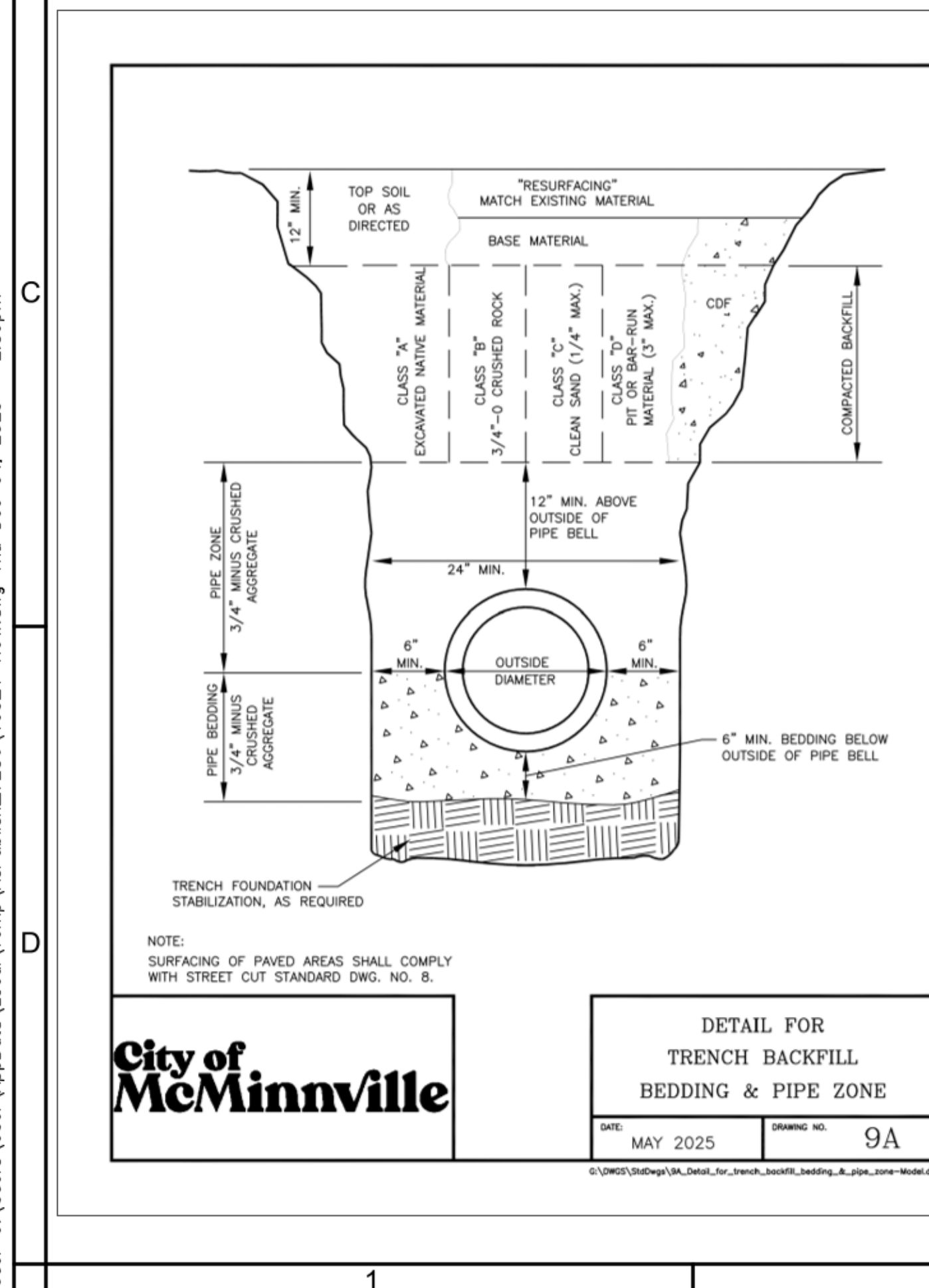
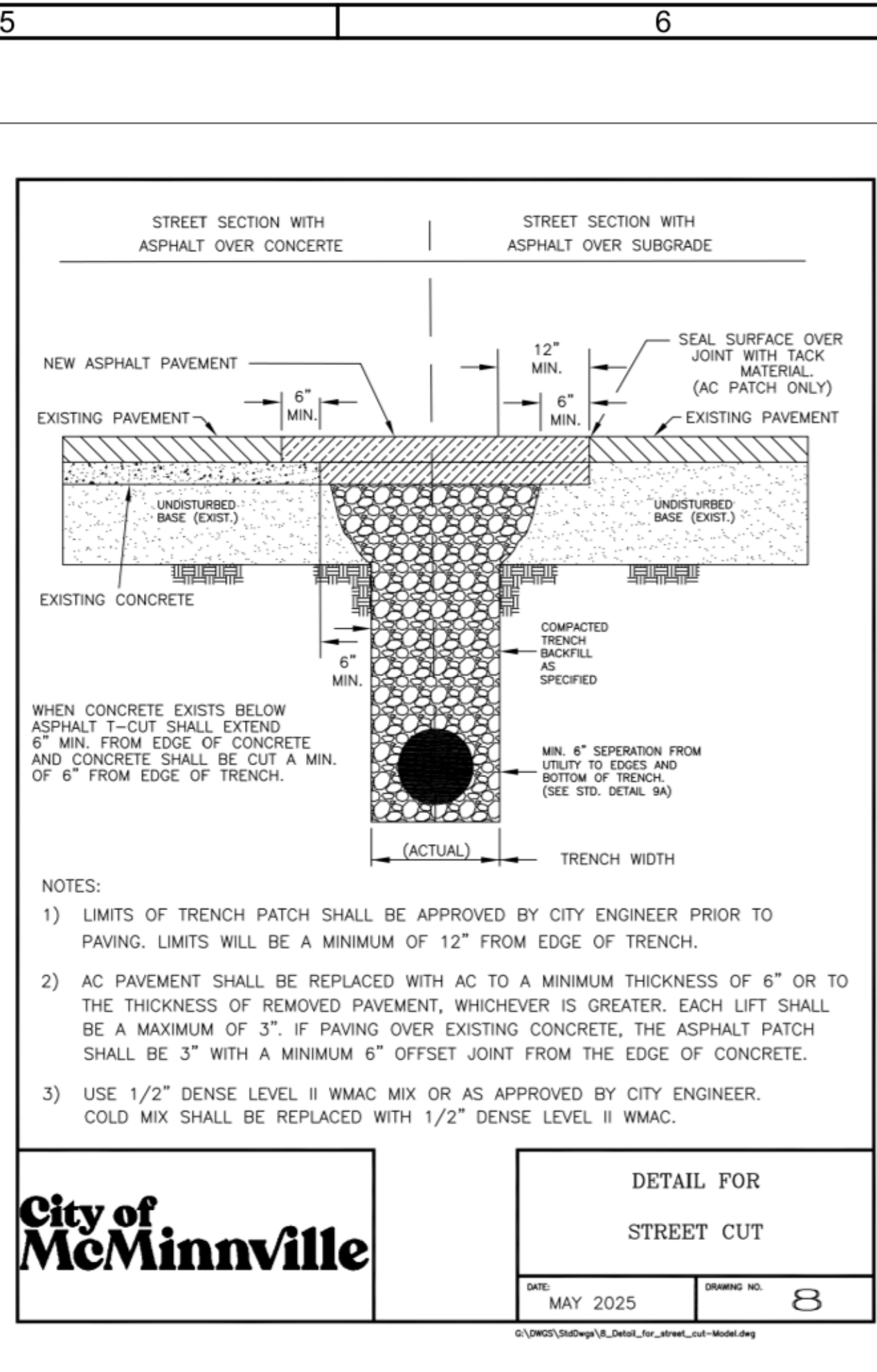
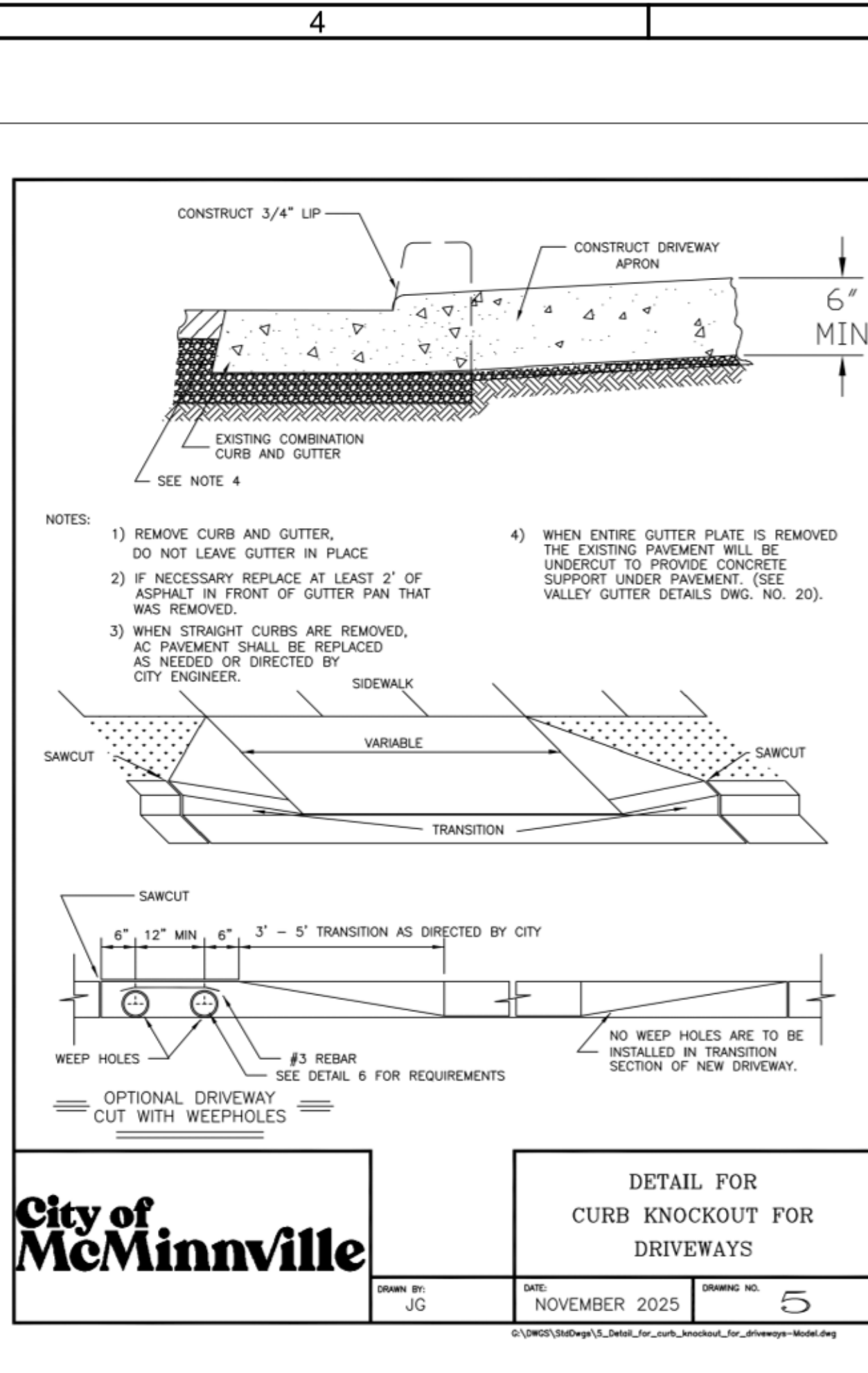
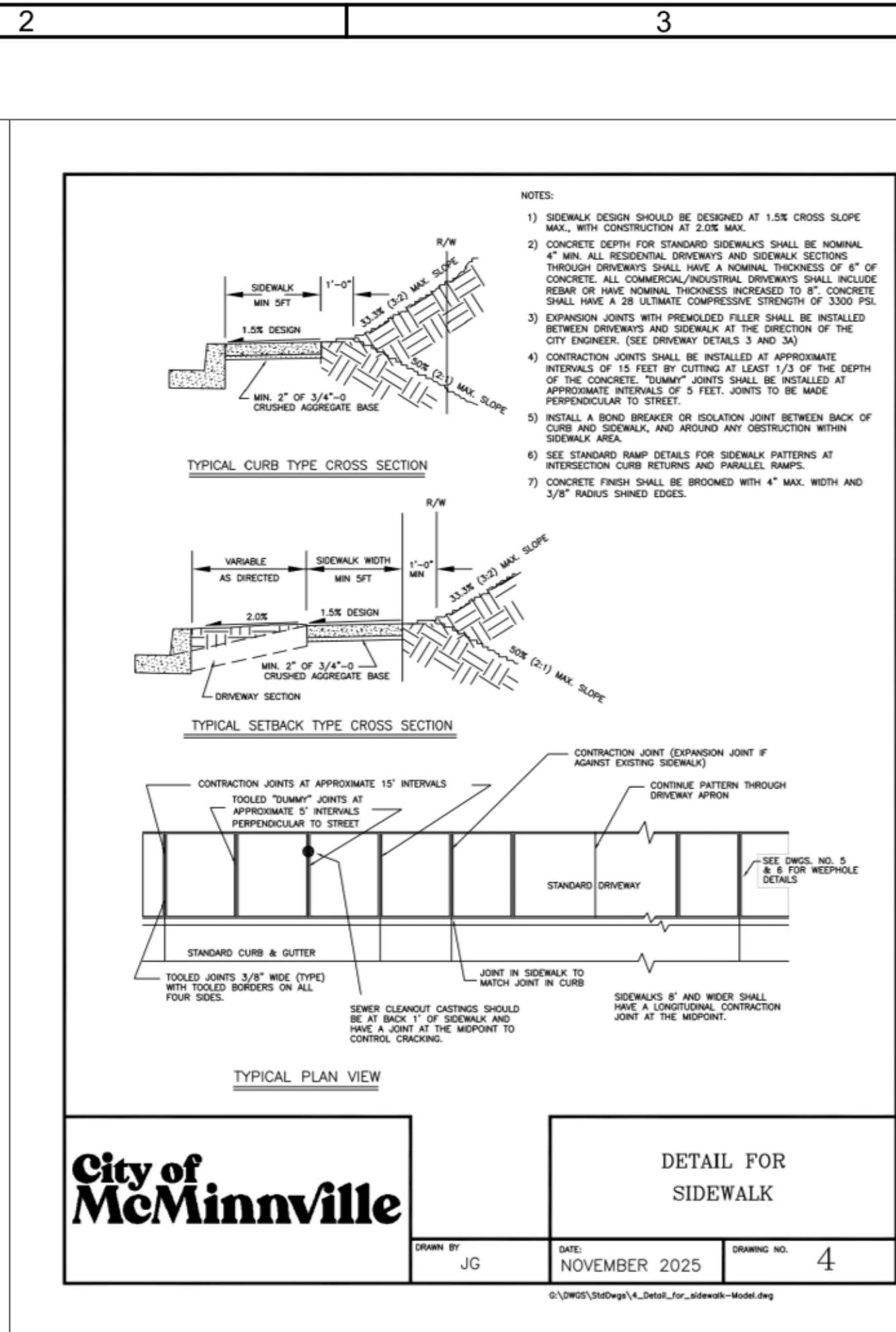
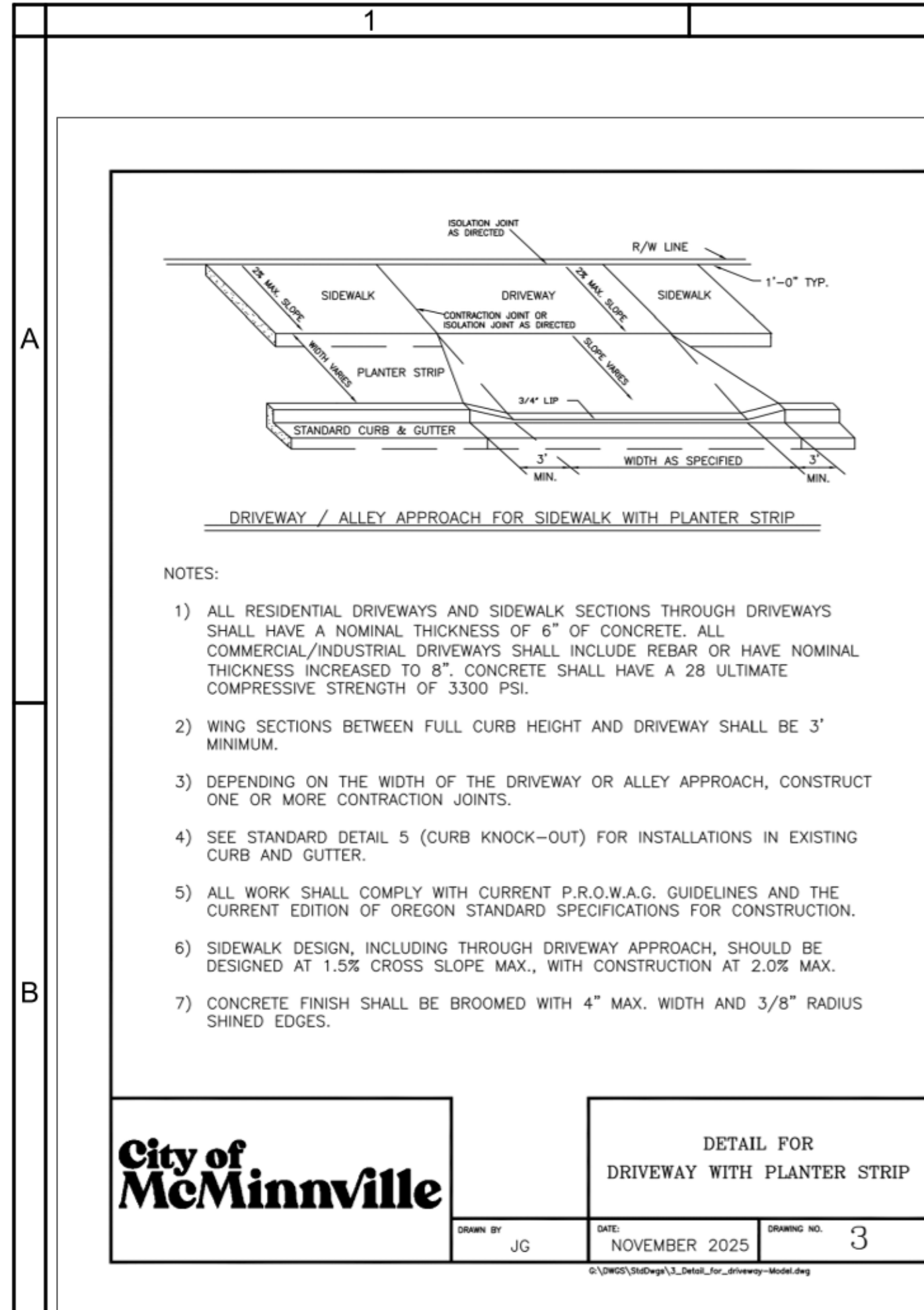
ROW EXHIBIT
NW MICHELBOOK LANE

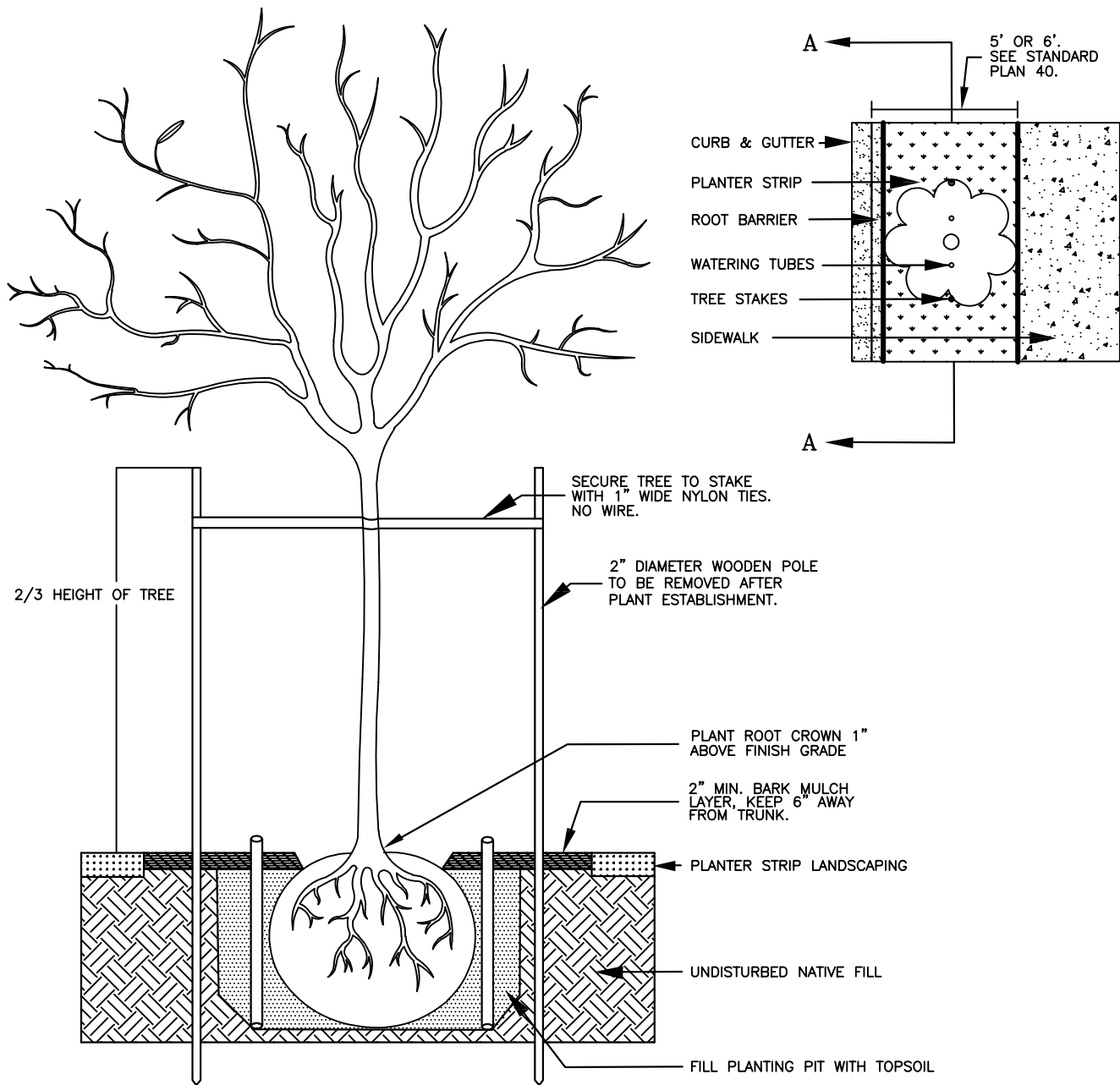
DETAILS

DESIGNED BY/ACK	ACK
DRAWN BY/ACK	AS SHOWN
SCALE:	FILE: 10521
DATE:	DECEMBER 4, 2025

VERIFY SCALES
0 1"
BAR EQUALS ONE INCH
ON ORIGINAL DRAWING

SHEET:
D1.1





SECTION AA

NOTES:

1. PLANTING PIT 2X ROOTBALL WIDTH AND NO DEEPER THAN ROOTBALL.
2. BACKFILL WITH TOP SOIL.
3. A ROOT CONTROL SYSTEM, BIOBARRIER, DEEPROOT, OR APPROVED EQUAL, SHALL BE INSTALLED ALONG THE BACK EDGE OF THE CURB AND FRONT EDGE OF THE SIDEWALK. THE BARRIER SHALL BE 10' LONG, CENTERED ON THE TREE, BY 18" IN DEPTH FROM FINISH GRADE AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.
4. ON BALLED AND BURLAP TREES, CUT & PEEL AWAY WIRE FRAME FROM ROOTBALL, LEAVE BURLAP AND FRAME IN PLANTING HOLE.
5. INSTALL TWO (2) 4" X 36" PERFORATED PLASTIC DEEP WATERING TUBES ON EITHER SIDE OF TREE.

**City of
McMinnville**

MCMINNVILLE PUBLIC WORKS
STREET TREE PLANTING DETAIL –
PLANTER STRIP

NOT TO SCALE

DRAWN BY:

MB

DATE:

AUGUST 2025

DRAWING NO.

34B