



**Landscape Review Committee**  
**Hybrid In-Person & ZOOM Online Meeting**  
**Wednesday, February 18, 2026 - 6:00 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	<b>1. Call to Order and Roll Call</b>
Carlton Davidson	<b>2. Minutes</b>
Lee McCollins	A. November 5, 2025 Minutes ( <b>Exhibit 1</b> )
Eva Reutinger	<b>3. Citizen Comments</b>
Vacant	<b>4. Action Items</b>
	A. <b>L 25-25:</b> Street Tree Plan and Landscape Plan Review for Dunn Place Planned Development, 235 NE Dunn Place, R4422CD 01700 ( <b>Exhibit 2</b> )
	<b>5. Committee Member Comments</b>
	<b>6. Staff Comments</b>
	<b>7. Adjournment</b>

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

\*Please note that these documents are also on the City’s website, [www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov). You may also request a copy from the Planning Division.



City of McMinnville  
Planning Department  
231 NE Fifth Street  
McMinnville, OR 97128  
(503) 434-7311  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

# MINUTES

November 5, 2025  
Landscape Review Committee  
Regular Meeting

12:00 pm  
Hybrid Meeting  
McMinnville, Oregon

**Members Present:** Brian Wicks, Carlton Davidson, Eva Reutinger, Jamie Fleckenstein, Lee McCollins and Jessica Payne – Council Liaison

**Members Absent:** None

**Staff Present:** Taylor Graybehl – Senior Planner, David Berniker – Planning Manager, and Heather Richards – Community Development Director

**Guests Present:** Mayor Kim Morris

## 1. Call to Order and Roll Call

Chair Fleckenstein called the meeting to order at 12:05 p.m.

## 2. Citizen Comments

None

## 3. Action Items

### A. Landscape Code Amendment – History and Discussion

Community Development Director Richards said two letters were sent to City Council from Landscape Review Committee members about the code amendments that were going in front of the Council and a Committee member contacted Councilors individually. When something was forwarded to Council from a Committee and a Committee Member tells Council they have a problem with it, the Council questions whether the whole Committee has issues with it. She wanted to have the discussion to see where the Committee landed on it so they could represent it appropriately to Council.

She shared the history of the code amendments, which were added to the Committee's Work Plan in 2019. Some of the objectives for this work were creation of clear and objective landscape plan standards for housing development as required by state law, updates to the purpose statements with the intent to reflect environmental issues better, expand on the uses requiring landscape plans, and improve the submittal requirements to reduce the need for "more information requested" when reviewing landscape plans. The amendments had been reviewed by the LRC 22 times from 2020 to 2024. They then went to the Planning Commission, who recommended approval to the City Council. They were on a Council agenda, but the Public

Works Department had concerns and they were pulled. Staff divided the amendments into two phases, Phase 1, process amendments that included administrative and discretionary review options with clarified submittal requirements and Phase 2, standards amendments where staff collaborated with Public Works to address their concerns. The process amendments were approved by Council in May 2025; however, the Council voted not to approve the standards amendments in October 2025. Staff were concerned that while the administrative review process was now codified, the existing standards used in that process fell short of community expectations. This meeting had been scheduled to discuss the issue and determine next steps together. By state law, they had to have clear and objective standards for housing developments. They had also heard some frustration from the development community that the landscape plans were holding up building permit issuance. There was a 30-day window for review, however the Committee was asking for more information before a decision and at times could not get through one meeting to get to a decision. They had set up an alternative path to get past the complaint.

There was discussion regarding the reasons for the two phase approach, how Public Works thought there was too much specificity for irrigation facilities, other changes that were made from legal review for the language to be clearer, lack of orientation for new Committee members, clarification that any landscape plan that did not meet the clear and objective standards would come to the LRC, decisions the LRC was able to make and not make, examples of reviews in the past and when standards were not followed, need for Landscape Review Committee representation on any City project advisory committee for a public improvement, how the Committee wanted to be consulted for all City projects, discretionary process vs. clear and objective process, and using the freed up time to craft more deliberate clear and objective standards and better practices.

Chair Fleckenstein said he supported the changes and the proposal for the process and standards. He left the meeting.

There was continued discussion about the upcoming Council Work Session to review the City Committees, having a voice about the future of the Committee, and need for better communication.

Community Development Director Richards then reviewed how the new standards would be applied, and all the uses that would be subject to the landscaping requirements.

The Committee wanted to work on the standards to make sure they were the right standards for McMinnville. They would work on the outcomes they wanted to achieve and legal could review them for clear and objective standards. An onboarding meeting would be scheduled and the Committee would update their Work Plan. The LRC also wanted information on the enforcement program. There was discussion regarding when meetings could be held.

#### **4. Committee Member Comments**

None

#### **5. Staff Comments**

Senior Planner Graybehl discussed upcoming agenda items.

**6. Adjournment**

The meeting was adjourned at 1:53 p.m.



**City of McMinnville**  
**Community Development Department**  
231 NE Fifth Street  
McMinnville, OR 97128  
(503) 434-7311  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

## EXHIBIT 2 - STAFF REPORT

**DATE:** February 18, 2026  
**TO:** Landscape Review Committee Members  
**FROM:** Taylor Graybehl, Senior Planner  
**SUBJECT:** Landscape Plan Review Application L 25-25

### 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 involves a review by the Landscape Review Committee (LRC) of an application for a street tree plan and landscape plan submitted by Jason Flores, representing Evergreen Court Townhomes, LLC. The subject property is located at 235 NE Dunn Place, Tax Lot R4422CD 01700 (see Figure 1).

The original application was submitted on November 18, 2025, and initially reviewed by the LRC at its December 17, 2025 meeting. During that meeting, the Committee continued the item to allow the applicant time to provide additional materials.

On January 6, 2026, the applicant requested an extension of the decision-making process to February 20, 2026. Additional materials were submitted on January 29, 2026, and those materials have been reviewed for inclusion in the attached decision document.

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.

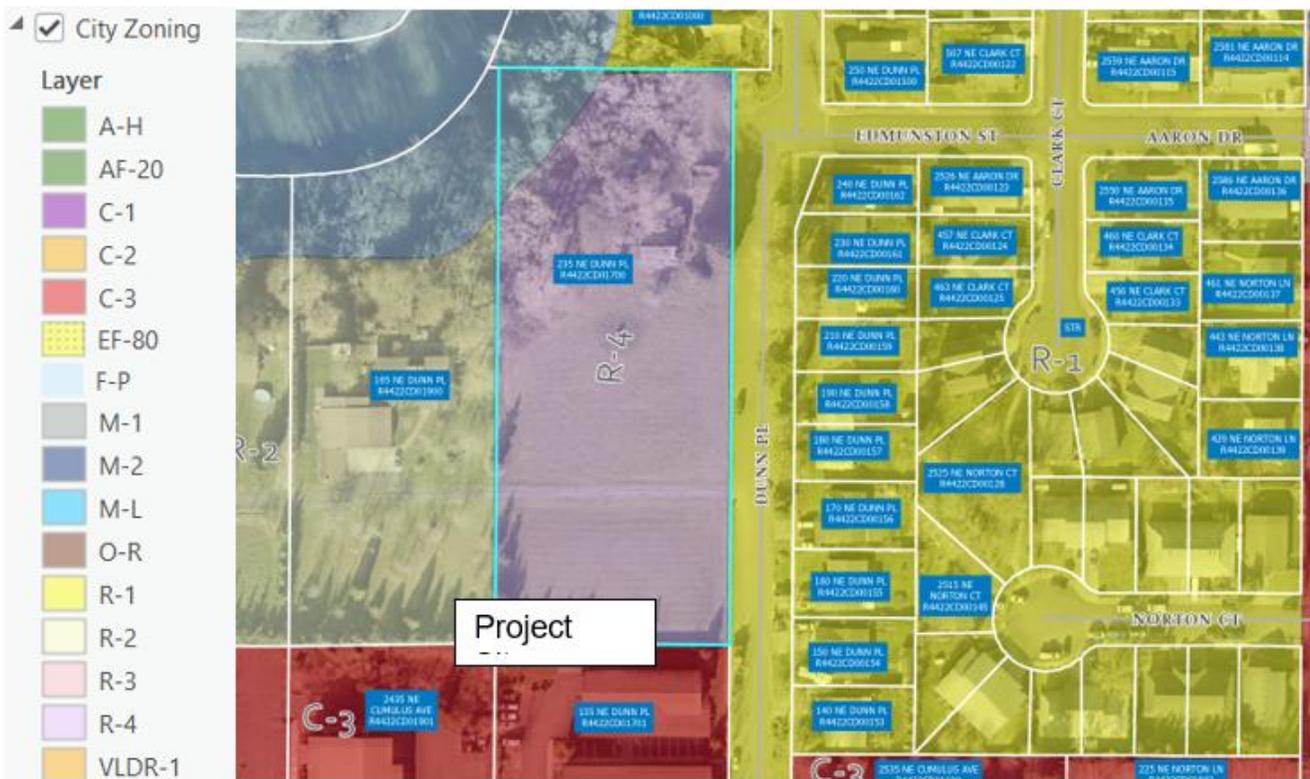
### ***Application Summary***

The application is for a street tree plan, and a landscape plan review for the open space tract, in for the Dunn Place Planned Development and Subdivision (PDA 1-23, S 1-23, TML 5-23). The applications are submitted to address the conditions of approval.

**Figure 1. Aerial Photo and Vicinity Map**



**Figure 2: Zoning Map**





**Figure 4. Landscape Plan (ENLARGED)**



**Review Process**

The application was submitted on November 18, 2025. The City of McMinnville did not provide public notice of the application because Landscape Plan Review applications are reviewed under the process described in Chapter 17.57 of the McMinnville Zoning Ordinance, which does not require public notice. No public comments were received prior to the public meeting. At the December 17, 2026 meeting, the Landscape Review Committee continued the item so that additional materials may be provided.

**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 are subject to Chapter 17.58. Landscape Plan Review applications are typically subject to Chapter 17.57 of the McMinnville Municipal Code (MMC). In this case, the landscape plan pertains to open space tracts within a subdivision and is subject to the conditions of approval of PDA 1-23, S 1-23, TML 5-23. Not all standards of Chapter 17.57 apply.

### **Attachments**

A. 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 LANDSCAPE PLAN REVIEW APPLICATION L 25-25 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT**



**CITY OF MCMINNVILLE  
COMMUNITY DEVELOPMENT**  
231 NE FIFTH STREET  
MCMINNVILLE, OR 97128  
503-434-7311  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

**DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN AND STREET TREE PLAN REVIEW FOR PROPERTY AT 235 DUNN PLACE**

- DOCKET:** L 25-25 (Landscape Plan Review and Street Tree Plan)
- REQUEST:** Approval of street tree plan, and a landscape plan review of the open space tract in “Dunn Place” Planned Division Amendment, Subdivision, and Three Mile Lane Review (PDA 1-23, S 1-23, TML 5-23). The applications are submitted to address the conditions of approval.
- LOCATION:** 235 NE Dunn Place, Tax Lot R4422CD 01700
- ZONING/OVERLAY:** R-4 PD and F-P, Three Mile Lane Planned Development Overlay, Three Mile Lane Area Plan, Airport Overlay Zone
- APPLICANT:** Jason Flores, on behalf of Evergreen Court Townhomes, LLC
- STAFF:** Taylor Graybehl, Senior Planner
- DATE RECEIVED:** November 18, 2025
- DECISION-MAKING BODY & ACTION:** McMinnville Landscape Review Committee makes a recommendation of approval or denial to the Planning Director.
- MEETING DATE & LOCATION:** February 18, 2026, McMinnville Community Development Center, 231 NE 5<sup>th</sup> Street, and via Zoom online meeting
- PROCEDURE:** Landscape Plans and Street Tree Plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 for Landscape Plans (Plans-Submittal and review-Approval-Time limit for completion) and 17.58.100 for Street Tree Plans, of the McMinnville Zoning Ordinance.
- CRITERIA:** The applicable criteria that typically apply to a Landscape Plan Review are specified in Section 17.57.070 (Area Determination – Planning factors) of the McMinnville Zoning Ordinance; however, the landscape plan is for the open space tract in this phase of the subdivision and is subject to consistency with the conditions of approval for dockets PDA 1-23, S 1-23, and TML 5-23. Street Trees Plans are reviewed for compliance with the street tree standards in Chapter 17.58.



**Table of Contents**

- I. DECISION..... 2
- II. APPLICATION SUMMARY: ..... 4
  - Subject Property ..... 4
  - Application ..... 4
  - Summary of Criteria ..... 8
- III. CONDITIONS: ..... 8
- IV. FUTURE DEVELOPMENT NOTES: ..... 9
- V. ATTACHMENTS: ..... 9
- VI. COMMENTS:..... 9
  - Agency Comments..... 9
  - Public Comments ..... 10
- VII. FINDINGS OF FACT - PROCEDURAL FINDINGS..... 10
- VIII. CONCLUSIONARY FINDINGS: ..... 11
  - Comprehensive Plan Volume II: ..... 11
  - Conditions of Approval for PDA 1-23 and S 1-23..... 12
  - McMinnville Zoning Ordinance ..... 13
    - Chapter 17.57 Landscaping..... 13
    - Chapter 17.58 Trees..... 20
    - Chapter 17.54. General Provisions ..... 24
    - Chapter 17.11 Residential Design and Development Standards ..... 25
    - Chapter 17.52. Airport Overlay Zone..... 26
  - Three Mile Lane Area Plan (Ordinance No. 5126) ..... 27

## II. APPLICATION SUMMARY:

### Subject Property

The subject site is located at 235 NE Dunn Place, Tax Lot R4422CD 01700. **See Figure 1 (Aerial/Vicinity Map)**. The property is zoned R-4 PD and F-P. **See Figure 2 (Zoning Map)**. The property is also located within the Three Mile Lane Planned Development Overlay (Ordinance 4131/4572), within the boundary of the new Three Mile Lane Area Plan (adopted by Ordinance 5126). In 2024, the subject site had the following application(s) approved with conditions: PDA 1-23, S 1-23, and TML 5-23.

### Application

Approval of street tree plan (**see figure 3 Street Tree Plan**), and a landscape plan (**see figure 4 Landscape Plan**) review of the open space tract in “Dunn Place” Planned Division Amendment, Subdivision, and Three Mile Lane Review (PDA 1-23, S 1-23, TML 5-23). The applications are submitted to address the conditions of approval found within each approval. Additional submittal materials were provided on January 29, 2026.

Figure 1: Aerial Photo/Vicinity Map



Figure 2: Zoning Map

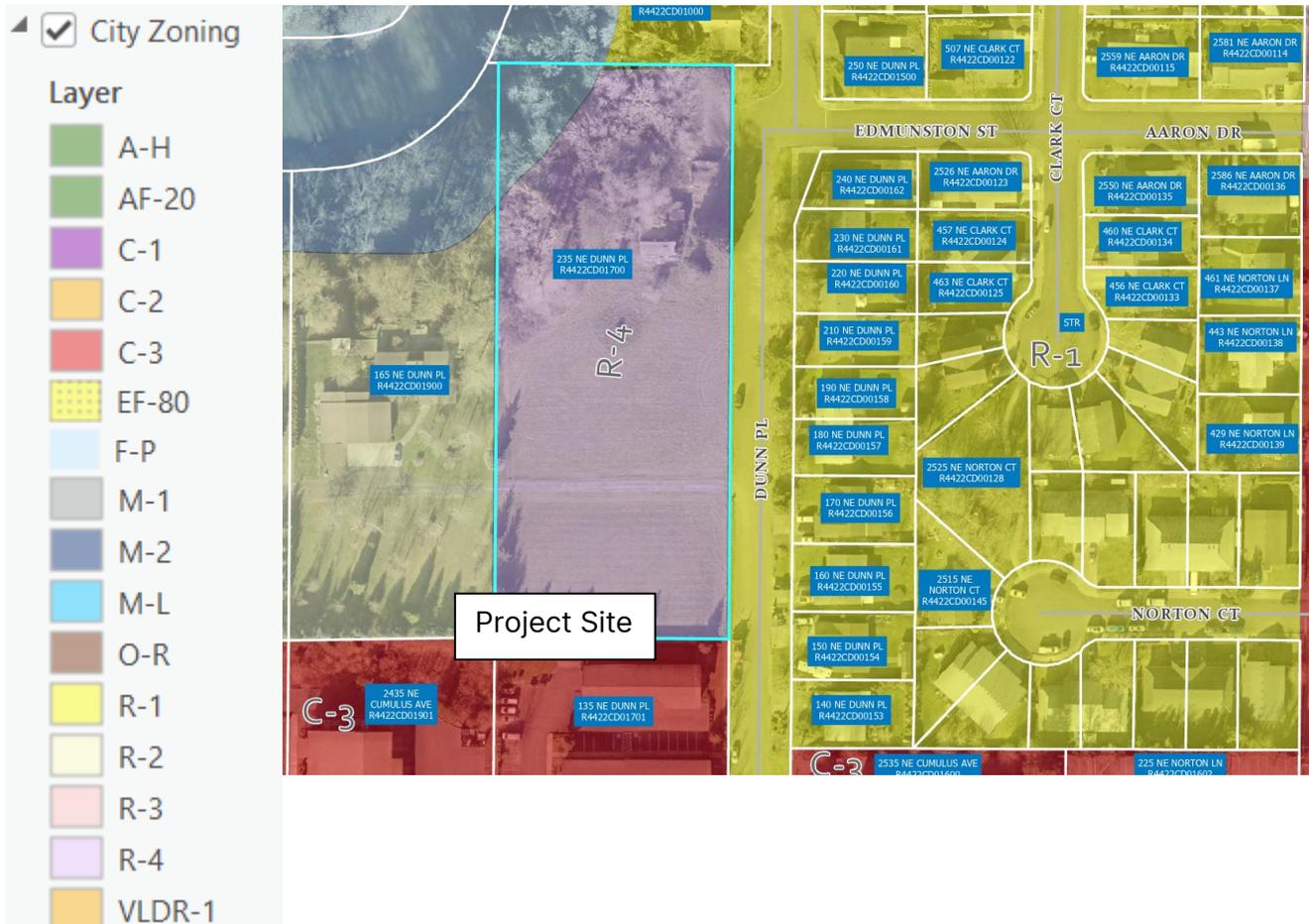
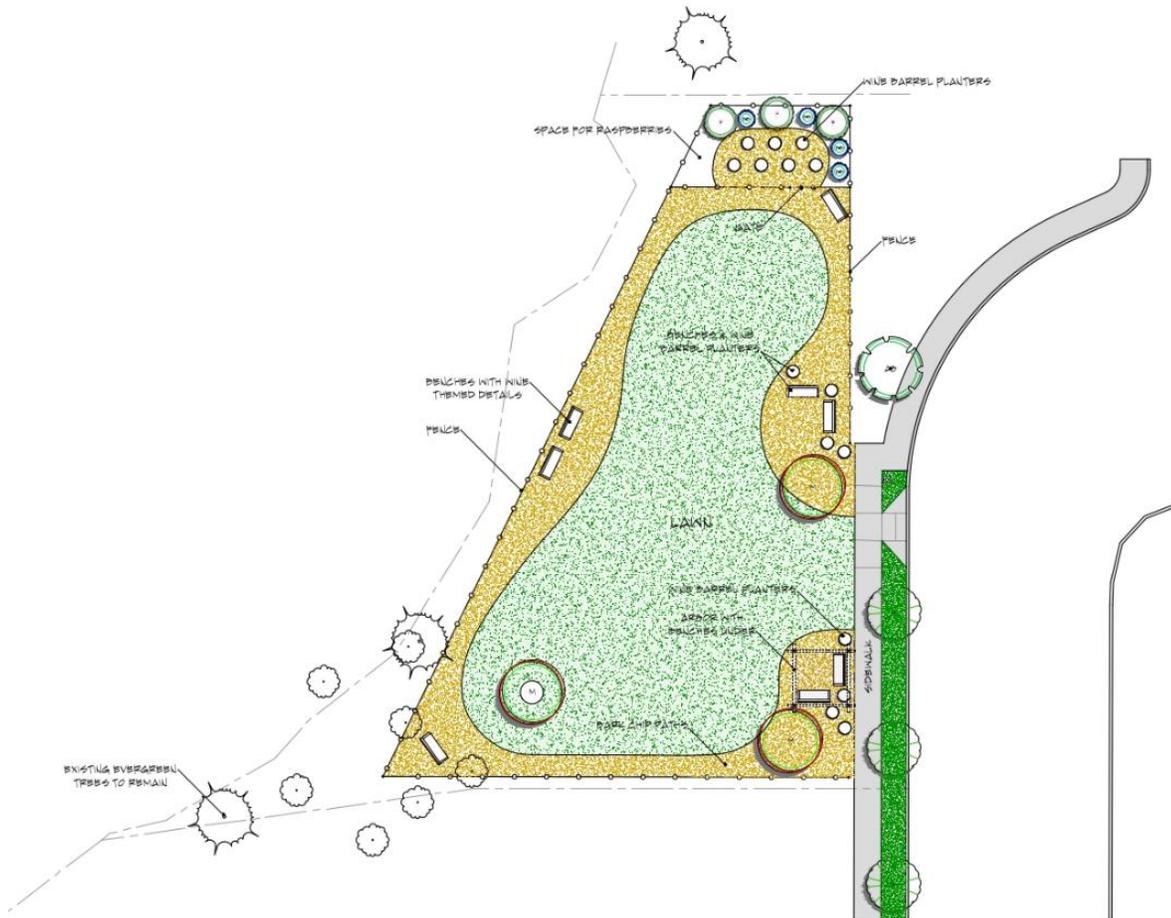




Figure 4. Landscape Plan (ENLARGED)



**Summary of Criteria**

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

The street tree plan is subject to the standards in Chapter 17.58. For the landscape plan, since this is for an open space tract in a subdivision, some of the provisions of 17.57 don't apply, while certain conditions of approval for the Planned Development, Subdivision, and Three Mile Lane Review apply.

**III. CONDITIONS:**

1. Prior to final plat, all Tract A landscaping and street trees shall be installed or security provided as detailed in MMC 17.57.050(D), in accordance with condition of approval #36 of S 1-23.
2. Any proposed modifications to the landscape plan shall be indicated and specified on the landscape plan and agreed to in writing by the applicant prior to final plat. (MMC 17.57.050(C))
3. Prior to the issuance of a final plat or return of security, landscaping shall be inspected by the Planning Director or designee and found to be in compliance with the approved plans. Minor alterations to the landscape plan or street tree plan may be allowed as determined by the Planning Director or their designee as long as they do not alter the character and aesthetics of the approved plans. (MMC 17.57.050(E))
4. All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement in compliance with MMC 17.57.070(C).
5. That street trees shall be installed to the design drawings and specifications developed by the City and as shown on plans. (MMC 17.57.040(H))
6. 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))
7. 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))
8. Street trees shall be maintained continually per MMC 17.58.120(D):
  - a. This includes necessary watering, weeding, pruning, and replacement.
  - b. Street trees shall be pruned with at least
    - i. Eight (8) feet of clearance above sidewalks and
    - ii. Thirteen (13) feet of clearance above the abutting streets.

- 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.
9. Prior to final plat, the applicant shall submit a revised landscape plan that provides at least one opportunity for formal recreational use. (MMC 17.11.110(C)(4))
10. Prior to final plat, the Applicant shall submit revised landscape plans with fencing to be designed to visibly convey winemaking. (Ordinance No. 5126, Policy 20)

#### **IV. FUTURE DEVELOPMENT NOTES:**

1. Planter strip lawns in the right of way will be the adjoining property owners responsibility.
2. The City will not provide maintenance for the private open space adjacent to Dunn Place.

#### **V. ATTACHMENTS:**

1. (L 25-25) Application and Attachments (on file with the Planning Department)

#### **VI. COMMENTS:**

##### ***Agency Comments***

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

The following comments were received:

##### McMinnville Public Works

###### Street Tree plan:

1. Applicant has called out Bowhall Red maple as a street tree, which a fast growing, columnar tree variety that will get 40-50 tall with a 15-20 foot spread. Staff would note that much of 3rd Street is planted with similar trees, which see significant sidewalk damage in some locations. Staff suggests that applicant be advised of this, as these trees an associated sidewalk issues will be the responsibility of the adjacent property owners.

###### Landscaping plan:

3. Planter strip lawns in the right of way will be the adjoining property owners responsibility.
4. The City will not provide maintenance for the private open space adjacent to Dunn Place.

##### McMinnville Water and Light

MW&L has the following comments:

Water: This landscape plan matches what was agreed upon when drafting the water clearances. It is approved.

Electric: No Comments

### ***Public Comments***

No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance which does not require public notification. No public comments were received prior to the Planning Director's decision.

## **VII. FINDINGS OF FACT - PROCEDURAL FINDINGS**

1. The application was received on November 18, 2025. Based on that date, the application is subject to a 30-day review timeframe of December 18, 2025. On January 6, 2026 the Applicant submitted a request for a 64-day extension to the review timeframe. Based on the extension, the review timeframe was extended to February 20, 2026.
2. Notice of the application was referred to the following public agencies for comment on December 1, 2025: McMinnville Public Works and McMinnville Water and Light. Comments received from public agencies are addressed in the Decision Document.
3. No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the public meeting.
4. A public meeting was held by the Landscape Review Committee on December 17, 2025. At that meeting, the Landscape Review Committee continued the application for the Applicant to submit additional information.
5. A public meeting was held by the Landscape Review Committee on February 18, 2026 to review the application and proposed landscape plan.

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

1. **Location:** 235 NE Dunn Place, Tax Lot R4422CD 01700
2. **Size:** The lot is approximately 2.83 acres
3. **Comprehensive Plan Map Designation:** Commercial, Floodplain
4. **Zoning:** R-4 PD and F-P
5. **Overlay Zones/Special Districts:** Three Mile Lane Planned Development Overlay, Three Mile Lane Area Plan, Airport Overlay Zone
6. **Current Use:** Undeveloped
7. **Inventoried Significant Resources:**
  - a. **Historic Resources:** None
  - b. **Other:** None
8. **Other Features:**
  - a. **Natural Features:** The majority of the site is generally level. The northwest corner of the parcel is within the floodplain and contains a portion of the Yamhill River and riverbank, sloping steeply down to the river. That portion of the site is substantially covered with trees.
  - b. **Easements:** There is an existing 12' wide public utility easement and sidewalk easement along the Dunn Place frontage. (Instrument #2004-16131 and Partition

Plat 2004-33) and a 30' wide access and utility easement corresponding to the location of the existing driveways (Instrument #2002-01501)

**9. Utilities:** Utilities are available to the property, and extensions will be necessary in conjunction with the proposed development.

**10. Transportation:** The subject property has frontage on NE Dunn Place. A new east-west street (NE Marjorie Lane) is proposed, connecting to NE Dunn Place. Dunn Place is functionally classified as a Local Street in the Transportation Systems Plan.

**VIII. CONCLUSIONARY FINDINGS:**

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

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

***Comprehensive Plan Volume II:***

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

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

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

**GOAL VI 1:** *TO ENCOURAGE DEVELOPMENT OF A TRANSPORTATION SYSTEM THAT PROVIDES FOR THE COORDINATED MOVEMENT OF PEOPLE AND FREIGHT IN A SAFE AND EFFICIENT MANNER.*

*111.00 The City of McMinnville shall encourage the screening of developments within the core area that are adjacent to the rail lines. Screening could include landscaping, noise barriers, fencing, or other measures.*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The subject site is not adjacent to a rail line.

**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.

***Conditions of Approval for PDA 1-23 and S 1-23***

**PDA 1-23**

8. *Prior to subdivision final plat, submit a Street Tree Plan and a Landscape Plan for Tract A for review by the Landscape Review Committee. The landscape plan for Tract A shall be consistent with the provisions of 17,11.110(C)(3) and (4) relative to the buildable area of the property and consistent with the Three Mile Lane Area Plan Policies.*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The Landscape Plan for Tract A and the Street Tree Plan are both under review as part of this application and have been found consistent with the provisions of 17,11.110(C)(3) and (4) relative to the buildable area of the property and consistent with the Three Mile Lane Area Plan Policies.

**S 1-23**

22. *Street tree locations to be confirmed following utility and frontage improvement design. Location of utilities and street light shall be coordinated to maximize space available for street tree planting locations without utility and streetlight conflicts.*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The proposed configuration of street trees, utilities, and frontage improvement design has been coordinated to maximize the number of street trees without conflict.

36. *Prior to final plat, all Tract A landscaping and street trees shall be installed or security in place.*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITION OF APPROVAL #1:** Condition of approval #36 of S 1-23 establishes that Tract A landscaping and street trees shall be installed or security in place, prior to final plat.

Therefore, as a condition of approval, landscaping shall be completed prior to final plat rather than occupancy, or security provided prior to final plat, with landscaping to be completed within 6 months of final plat.

**CONDITION OF APPROVAL #1:** Prior to final plat, all Tract A landscaping and street trees shall be installed or security provided as detailed in MMC 17.57.050(D), in accordance with condition of approval #36 of S 1-23.

### ***McMinnville Zoning Ordinance***

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

### **Chapter 17.57 Landscaping**

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

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

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

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

creative solutions both for the enhanced value of their land and for the collective health and enjoyment of all citizens of McMinnville. The landscaping provisions in Section 17.57.070 are in addition to all other provisions of the zoning ordinance which relate to property boundaries, dimensions, setback, vehicle access points, parking provisions and traffic patterns. The landscaping objectives shall also seek to accomplish the purposes set forth in Section 17.03.020.

**APPLICANT’S RESPONSE:** None.

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

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

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

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The landscape plan application is for the private open space tract. The above provisions wouldn’t require a landscape plan for the residential development. However, the property is within a residential Planned Development (PDA 1-23). Condition #8 specifies:

- 8. Prior to subdivision final plat, submit a Street Tree Plan and a Landscape Plan for Tract A for review by the Landscape Review Committee. The landscape plan for Tract A shall be consistent with the provisions of 17.11.110(C)(3) and (4) relative to the buildable area of the property and consistent with the Three Mile Lane Area Plan Policies.

Therefore, the Landscape Plan for Tract A is required.

**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: SATISFIED/APPLICABLE.** The landscape plan application is for the private open space tract. The above provisions wouldn't require a landscape plan for the residential development. However, the property is within a residential Planned Development (PDA 1-23). Condition #8 specifies:

- 8. Prior to subdivision final plat, submit a Street Tree Plan and a Landscape Plan for Tract A for review by the Landscape Review Committee. The landscape plan for Tract A shall be consistent with the provisions of 17.11.110(C)(3) and (4) relative to the buildable area of the property and consistent with the Three Mile Lane Area Plan Policies.

Therefore, the Landscape Plan for Tract A is required.

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

**17.57.050(A).** *At the time the applicant applies for a building permit, they shall submit, for the Landscape Review Committee, two copies of a landscaping and plot plan. If the plot plan and landscaping plan are separate documents, two copies of each shall be submitted. These may be submitted to the Building Department to be forwarded to the Planning Department.*

- 1. *No building permit shall be issued until the landscaping plan has been approved.*
- 2. *The landscaping plan may be used as the plot plan required for a building permit, provided all information required for a building permit is provided;*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The landscape plan application is for the private open space tract, not a building permit. Condition of approval #8 for the residential Planned Development (PDA 1-23) requires the submittal of a landscape plan for review by the Landscape Review Committee prior to final plat. The provided landscape plan has been approved subject to conditions.

**17.57.050(B).** *Landscaping review shall occur within 30 (thirty) days of submission of the plans. The applicant shall be notified of the time and place of the review and is encouraged to be present, although their presence shall not be necessary for action to be taken on the plans. A failure to review within 30 (thirty) days shall be considered as approval of the plan;*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The application and fee were received on November 18, 2025. Within 30 days of submission, the Landscape Review Committee met and heard on the proposal on December 17, 2025. The applicant was notified of the time and place of review.

**17.57.050(C).** *The landscaping plan shall be approved if it is found to be compatible with the purpose, intent, and requirements of this chapter. Approval of the landscaping plan shall be indicated upon the plot plans. Any modifications shall be specified on the plans and agreed to in writing by the applicant prior to the issuance of a building permit. One copy of said approved plan shall be retained by the Planning Department and included within the permanent file;*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITION OF APPROVAL #2.** The proposed conditions of approval make the landscape plan compatible with this chapter's purpose, intent, and requirements. The applicant is required to submit a revised landscape plan for review and approval prior to final plat. If the applicant seeks modification of the approved landscape plan it must be agreed to in writing prior to the issuance of a building permit.

**CONDITION OF APPROVAL #2:** Any proposed modifications to the landscape plan shall be indicated and specified on the landscape plan and agreed to in writing by the applicant prior to final plat. (MMC 17.57.050(C))

**17.57.050(D).** *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;*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITION OF APPROVAL #1.** This landscape plan for the private open space tract pertains to a subdivision rather than a building permit. Condition of approval #36 of S 1-23 establishes that Tract A landscaping and street trees shall be installed or security in place, prior to final plat.

*36. Prior to final plat, all Tract A landscaping and street trees shall be installed or security in place.*

Therefore, as a condition of approval, landscaping shall be completed prior to final plat rather than occupancy, or security provided prior to final plat, with landscaping to be completed within 6 months of final plat.

**CONDITION OF APPROVAL #1:** Prior to final plat, all Tract A landscaping and street trees shall be installed or security provided as detailed in MMC 17.57.050(D), in accordance with condition of approval #36 of S 1-23.

**17.57.050(E).** *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: SATISFIED WITH CONDITION OF APPROVAL #3.** As stated above, this landscape plan is for the private open space tract, not for a building permit. Landscaping shall be installed or secured prior to final plat. Issuance of final plat or return of security requires the inspection of the landscape project by the Planning Director or their designee which finds the landscaping in compliance with the approved plans. Minor changes in the landscape plan shall be allowed by the Planning Director or their designee in some cases.

**CONDITION OF APPROVAL #3:** Prior to the issuance of a final plat or return of security, landscaping shall be inspected by the Planning Director or designee and found to be in compliance with the approved plans. Minor alterations to the landscape plan or street tree plan may be allowed as determined by the Planning Director or their designee as long as they do not alter the character and aesthetics of the approved plans. (MMC 17.57.050(E))

**17.57.060 Plans** - Information to be Included. The following information shall be included in the plans submitted under Section 17.57.050:

- A. Existing locations of trees over six inches in diameter, their variety (common or botanical name) and indication of whether they are to remain or to be removed from the site. 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 rip 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 in which new plantings will be made and the variety (common or botanical name), and size of all new trees, shrubs, groundcover and lawns;
- 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, potted trees, raised planters, or other open spaces 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;
- G. All of the information on the plot plan for the building permit.

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.**

- A. **Satisfied:** The applicant has identified the location of trees on-site. Two (2) trees have been identified in close proximity to the open space. Both trees are identified as remaining.
- B. **Satisfied:** The location and variety of new plantings have been identified. The area is to be planted as a lawn.
- C. **Not Applicable:** This provision doesn't apply to this landscape plan. Instead, the minimum open space area requirements of MMC 17.11.110 apply.
- D. **Satisfied:** Benches are indicated within the open space.

- E. **Satisfied:** The applicant proposes an open space enclosed by a fence. The open space is primarily lawn, with four benches, accessible via crushed gravel from a gate adjacent to the street.
- F. **Satisfied:** The irrigation plan provided indicates Rainbird spray heads to provide watering to the proposed lawn.
- G. **Satisfied:** All required information has been provided.

**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)	<b>X</b>	%	of landscaping	<b>X</b>	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: SATISFIED.** This provision doesn’t apply to this landscape plan. Instead, the minimum open space area requirements of MMC 17.11.110 apply. The proposed multi-phase planned development and subdivision were found to comply with the area requirements for the phases in total. There is no parking lot proposed as part of the open space tracts.

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

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

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The proposed uses of the open space tract are consistent with the Planned Development, Subdivision, and Three Mile Lane approvals, subject to the conditions of approval.

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

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The proposed uses of the open space tract are consistent with the Planned Development, Subdivision, and Three Mile Lane approvals, subject to the conditions of approval.

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

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The applicant proposes to retain all trees in Tract A and maintain the existing grade.

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

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** No parking areas are proposed.

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

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** No parking areas are proposed.

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

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The landscape plans indicated new lawn areas to be irrigated by spray heads.

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

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITION OF APPROVAL #4.** This is a requirement of the Zoning Ordinance and has also been incorporated as a condition of approval.

**CONDITION OF APPROVAL #4:** All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement in compliance with MMC 17.57.070(C).

### **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:** None.

**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.

**17.58.080 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.** This is an application for a street tree plan for Dunn Place Subdivision and was required as a condition of approval for the subdivision. Therefore, as required by this section, a street tree plan per MMC 17.58.100 is required and is subject to the standards of MMC 17.58.090.

**17.58.040 Tree Removal/Replacement.**

**Section 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.** Planting shall comply with the design drawings and specifications developed by the city. The applicant has included the most design drawings and specifications on Sheet C5.1.

**CONDITION OF APPROVAL #5:** That street trees shall be installed to the design drawings and specifications developed by the City and as shown on plans. (MMC 17.57.040(H))

**17.58.090 Street Tree Standards.**

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

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The proposed street tree plans include species identified from the McMinnville Street Tree list. The applicant has proposed 30 Bowhall Red Maple.

**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:** See plans, notes #4, 5, 7.

**FINDING: SATISFIED.** The applicant's plan indicates street trees shall be a minimum of 2" caliper and of health and shape in conformance with this criterion (see notes #4, 5, 7).

**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:** None.

**FINDING: SATISFIED.** The proposed plans do comply with the established minimum spacing requirements. In some locations, the gap between trees exceed 40 feet, due to the location of utilities, driveways, and streetlights. In those locations, a "large" street tree will be planted on both sides.

**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:** See plans note #1.

**FINDING: SATISFIED.** Proposed plans and note #1 comply with these standards.

**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:** See plans note #2 & 3 and other notes.

**FINDING: SATISFIED.** The applicant's plan demonstrates compliance with these separation requirements.

**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 RESPONSE:** None.

**FINDING: STATISIFED.** There are no existing street trees to be retained.

**17.58.100 Street Tree Plans**

**17.58.100(A)(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.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The street tree plan fulfills this requirement.

**17.58.100(A)(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.*

**APPLICANT’S RESPONSE:** None.

**FINDING: NOT APPLICABLE.** The project is not one of the identified types.

**17.58.110 Street Tree Planting**

**17.58.110(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: N/A.**

**FINDING: SATISFIED WITH CONDITION OF APPROVAL #1.** As a condition of approval, street trees shall be installed, or financial surety shall be provided consistent with condition of approval #36 of S 1-23.

**CONDITION OF APPROVAL #1:** Prior to final plat, all Tract A landscaping and street trees shall be installed or security provided as detailed in MMC 17.57.050(D), in accordance with condition of approval #36 of S 1-23.

**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 #6 TO #8.** 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 #6.** 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 #7.** 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 #8.** Street trees shall be maintained continually per MMC 17.58.120(D):

- a. This includes necessary watering, weeding, pruning, and replacement.
- b. Street trees shall be pruned with at least
  - i. Eight (8) feet of clearance above sidewalks and
  - ii. Thirteen (13) feet of clearance above the abutting streets.
- 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.

#### **Chapter 17.54. General Provisions**

**APPLICANT'S RESPONSE:** None.

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

**Chapter 17.11 Residential Design and Development Standards**

**17.11.110. Planned Development Residential Design and Development Standards.**

...

C. Required Elements, Common Open Space. All Residential Planned Developments over four units shall meet the fundamental and supplemental requirements for Common Open Space.

...

3. Fundamental Requirements.

- a. A common open space shall be provided that is centrally located and designed with a clear function that enhances the livability of residents in the planned development. These functions shall include passive and active uses. The open space shall be accessible to all residents and if possible be fronted by clearly defined unit entrances. The common open space shall serve as the focus of surrounding buildings. Entries and windows shall face the common open space to provide informal surveillance. Common open space shall be accessible to all residents.
- b. Common open space shall be a minimum of 15 percent of the planned development. Passive open space shall not be more than 5 percent of the planned development.
- c. When vehicular areas are located between dwellings and common open space, clearly defined pathways shall be provided to enhance pedestrian safety.
- d. Pathway surface shall be clearly marked and differentiated from the vehicular area with paint or alternative paving material.
- e. Common open space shall have a minimum dimension of 20 feet at the narrowest part.
- f. Walkways are required between dwellings and common open space.

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** Tract A was identified as the location for common open space as part of approval PDA 1-23, S 1-2, TML 5-23. The proposed common open space location is within Tract A in compliance with the previous approval.

4. Supplemental Requirements. Provide at least four of the options listed below.

- a. Provide opportunities for formal and informal recreational use by residents of all ages. This could be a shared recreational facility including sport fields, play structure, bike track, courts, swimming pool, or other options.
- b. Provide tall deciduous trees for summer shade and winter solar access. When possible, preserve and incorporate large existing trees at least 9 inches in diameter as a focal point of open spaces.
- c. Enhance the usability of the space through the inclusion of elements including seating, outdoor lighting, weather protection and/or shade structures, and art, among other features.
- d. Incorporate landscaping that receives at least 50 percent of its irrigation from harvested rainwater.
- e. Provide opportunities for food cultivation. Include a community garden and/or incorporate cultivated species into the landscaping.

**APPLICANT'S RESPONSE:** The revised Tract A design satisfies supplemental open space requirements by providing:

- The revised Tract A design includes a centrally located open lawn area suitable for informal recreation, passive play, and neighborhood gathering. Circulation paths

surrounding the lawn support walking and casual park use while connecting seating and gathering areas.

- Canopy trees specified as Matador First Edition maples are distributed throughout the tract to provide future shade, seasonal interest, and focal landscape elements, particularly adjacent to seating and gathering areas to enhance comfort and usability.
- The plan incorporates benches and an arbor structure providing shaded seating areas and gathering areas, creating comfortable locations for neighborhood interaction and passive enjoyment of the open space. Lighting for the main gathering areas will come from the adjacent street light.
- Planter areas are intended for edible garden use by residents. Additional cultivated planting areas include raspberries, blueberry shrubs, and dwarf fruit trees along the north side of the tract, providing opportunities for food cultivation while enhancing seasonal landscape character.

These elements collectively satisfy at least four qualifying supplemental requirements supporting recreation, usability, and food cultivation opportunities.

**FINDING: SATISFIED WITH CONDITION OF APPROVAL #9.** The applicant has proposed a common open space tract enclosed by a fence, with lawn, park chip paths, benches, trees, planter, planter areas for gardens, cultivated species, and an arbor with benches under. The open space will allow for informal recreational use; however, no facilities for formal recreational use are provided. The proposed Matador First Edition maps are identified as deciduous trees and are located near bench seating to provide shade. Outdoor seating and shade structures are provided. Plans indicate planter areas for food cultivation and cultivated species are incorporated into the landscaping.

**CONDITION OF APPROVAL #9:** Prior to final plat, the applicant shall submit a revised landscape plan that provides at least one opportunity for formal recreational use. (MMC 17.11.110(C)(4))

**Chapter 17.52. Airport Overlay Zone**

...

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

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

...

*17.52.060 Horizontal Zone Restrictions. The following uses are prohibited in the Horizontal Zone: Any structure which exceeds a height greater than 309 feet above MSL except that a structure may be constructed to a vertical height no greater than 35 feet above the ground in the Eola Hills.*

...

**FINDING: SATISFIED.** The subject property is within the Airport Overlay Zone, which is comprised of several sub-areas. The subject property is within the Horizontal Zone. 17.52.030, General Restrictions, and 17.52.060, Horizontal Zone Restrictions, apply to the subject property.

The general restrictions of the Airport Overlay Zone will continue to be applicable to the property and the operation of the use since it is located within the Airport Overlay Zone. There is nothing related to

the residential use or development that is expected to create electrical interference or otherwise endanger or interfere with the landing, takeoff, or maneuvering of aircraft intending to use the airport.

The proposed structures will not exceed a height greater than 309 feet above mean sea level (MSL). The published airport elevation is 163 above MSL, so a building exceeding 309 feet above MSL would be approximately 146 feet tall.

### ***Three Mile Lane Area Plan<sup>1</sup> (Ordinance No. 5126)***

***Policies.*** *The following policies shall guide development and future planning decisions in the Three Mile Lane area. These policies implement the Three Mile Lane Area Plan goals and describe how Great Neighborhood Principles are expected to be expressed in the future growth and development of the Three Mile Lane Area.*

- Policy 5. New gathering spaces will be designed to incorporate natural areas and views.
- Policy 7. Require native landscape plantings with seasonal variation and tree plantings that include shade streets with mature tree canopy.
- Policy 20. Encourage site design and architecture that visibly convey the historic or current industry on the site (e.g., aviation, winemaking).

**APPLICANT'S RESPONSE:** The revised landscape plan supports applicable policies by providing:

- The revised landscape plan provides a centrally located neighborhood gathering space organized around an open lawn area with surrounding seating, circulation paths, and landscaped areas supporting passive recreation and neighborhood interaction while maintaining open views and usability.
- The plan incorporates climate-appropriate landscaping, canopy tree planting including Matador First Edition maples, and cultivated plantings such as blueberry shrubs, raspberries, and dwarf fruit trees, contributing to seasonal landscape variation and long-term tree canopy development.
- The park design incorporates elements reflecting local character and regional identity through use of wine-making themed features, including decorative wine barrels and wine-themed details integrated into seating areas, reinforcing the site's connection to the surrounding viticultural community while supporting neighborhood-scale use. Long-term maintenance of park improvements will be provided by the HOA as established in project CC&Rs.

**FINDING: SATISFIED WITH CONDITION OF APPROVAL #10.** The above policies apply to the project. The Applicant has demonstrated compliance with policies 5 and 7. To comply with policy 20, the applicant shall submit revised plans with fencing that are designed to convey winemaking. In addition, any other revisions to plans shall be designed to meet this Ordinance.

**CONDITION OF APPROVAL #10:** Prior to final plat, the Applicant shall submit revised landscape plans with fencing to be designed to visibly convey winemaking. (Ordinance No. 5126, Policy 20)

---

<sup>1</sup>[https://www.mcminnvilleoregon.gov/sites/default/files/fileattachments/planning/page/23174/ordinance\\_no\\_5126\\_-\\_exhibit\\_a\\_-\\_3mlap\\_area\\_plan\\_document\\_-\\_final\\_november\\_8\\_2022.pdf](https://www.mcminnvilleoregon.gov/sites/default/files/fileattachments/planning/page/23174/ordinance_no_5126_-_exhibit_a_-_3mlap_area_plan_document_-_final_november_8_2022.pdf)

**Planning Department**

231 NE Fifth Street ◦ McMinnville, OR 97128

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

[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)**Office Use Only:**

File No. \_\_\_\_\_

Date Received \_\_\_\_\_

Fee \_\_\_\_\_

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

Received by \_\_\_\_\_

## Landscape Plan Review Application

**Applicant Information**
**Applicant is:**  Property Owner  Contract Buyer  Option Holder  Agent  Other \_\_\_\_\_
Applicant Name **Jason Flores** Phone **503-580-6422**Contact Name \_\_\_\_\_ Phone \_\_\_\_\_  
(If different than above)Address **PO Box 20025**City, State, Zip **Keizer, OR 97307**Contact Email **jason@celticbulthomes.com****Property Owner Information**Property Owner Name **Evergreen Court Townhomes LLC** Phone \_\_\_\_\_  
(If different than above)Contact Name **Jason Flores** Phone **503-580-6422**Address **PO Box 20025**City, State, Zip **Keizer, OR 97307**Contact Email **jason@celticbulthomes.com****Site Location and Description**

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

Property Address **235 NE Dunn Place, Taxlot 1700**Assessor Map No. **SEC22 R4W T4S SW1/4 SE1/4** Total Site Area **2.83 Acres**Subdivision **Dunn Place Subdivision** Block \_\_\_\_\_ Lot **1700**Comprehensive Plan Designation **Residential** Zoning Designation **R4**

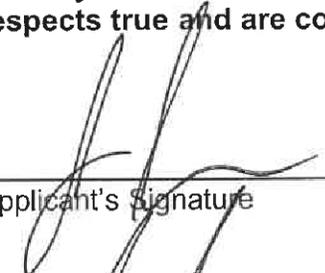
**Landscaping Information**

- 1. Total Landscaped Area: **87,650 SF**
- 2. Percent Landscaped: **71%**
- 3. Building Floor Area:  
New Structure: \_\_\_\_\_ Existing Structure: \_\_\_\_\_ Addition: \_\_\_\_\_
- 4. Architect Name **HBH Consulting Engineers** Phone **503-554-9553**  
*(Landscape Architect, Engineer, or Other Designer)*  
Contact Name **Micah Cisneros** Phone \_\_\_\_\_  
Address **501 E First St.**  
City, State, Zip **Newberg, Oregon 97132**  
Contact Email **mcisneros@hbh-consulting.com**

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

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

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

  
\_\_\_\_\_  
Applicant's Signature

**10/2/2025**  
\_\_\_\_\_  
Date

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

**10/2/2025**  
\_\_\_\_\_  
Date



**CHANGES SINCE THE LAST PLAN**

- SIDEWALK ADJUSTED TO SHOW STREET CURVE AT NORTH END OF DUNN PLACE.
- AMERICAN BEECH TREE REPLACED BOWHALL MAPLE WHERE LARGER STREET TREES WERE NEEDED.
- DOG PARK CHANGED TO A RECREATIONAL LAWN AREA.
- SHADE TREES HAVE BEEN ADDED TO THE RECREATION AREA, AS WELL AS A COMMUNITY GARDEN.
- A WINE THEME HAS BEEN USED ON BEUCHES, PLANTERS, AND THE ARBOR.
- A LARGER FONT HAS BEEN USED FOR LABELS AND LARGER LEGENDS.

**LEGEND**

- LAWN - 2204 SQFT
- OPEN SPACE LAWN - 5966 SQFT
- CRUSHED GRAVEL - 998 SQFT
- PLANTING BED - 7900 SQFT
- CONCRETE

**PLANT LEGEND**

- 3 MATADOR FIRST EDITIONS MAPLE - 2" CAL.
- 10 AMERICAN BEECH - 2" CAL.
- 30 BOWHALL RED MAPLE - 2" CAL.
- 3 TUSCARORA CRAPE MYRTLE - (MULTI) 15 GAL.
- 3 BLOODGOOD MAPLE - 15 GAL.
- 5 JAPANESE SNOWBELL - 1.5" CAL.
- 3 DWARF FRUIT TREES - 1.5" CAL.
- 4 CHAMACYPARIS O. 'COMPACTA' - 3-4'
- 12 SUNDANCE MEXICAN ORANGE - 5 GAL.
- 36 BOWSHILL HYDRANGEA - 3 OR 5 GAL. SUB 'LITTLE LIME' OR 'BOBO'
- 15 SHAMROCK HIBBERY - 3 OR 5 GAL. SUB 'PRELUDE PIERIS'
- 20 GULF STREAM NAUDINA - 5 GAL.
- 8 FOERSTER'S FEATHER REED GRASS - 1 GAL.
- 4 BLUEBERRY SHRUBS - 5 GAL.
- 19 AUTUMN JOY SEDUM - 1 GAL.
- 15 GOLDSTURM BLACK EYED SUSAN - 1 GAL.
- 30 SWORD FERNS - 1 GAL.
- 22 WALKER'S LOW CATMINT - 1 GAL.
- 15 HALCYON HOSTA - 1 GAL. SUB OTHER BLUEISH, SMALLER HOSTA
- 82 LITTLE BUNNY FOUNTAIN GRASS - 1 GAL.
- 54 BIOKOVO GERANIUM - 1 GAL. SUB OTHER WHITE OR PINK GERANIUM
- 25 GRANAT ASTILBE - 1 GAL. SUB ANY RED ASTILBE
- 88 ELIJAH BLUE PASCUE - 1 GAL.



**Landscape Plan**

January 28, 2026

Scale:



North:



**Dunn Place Subdivision**

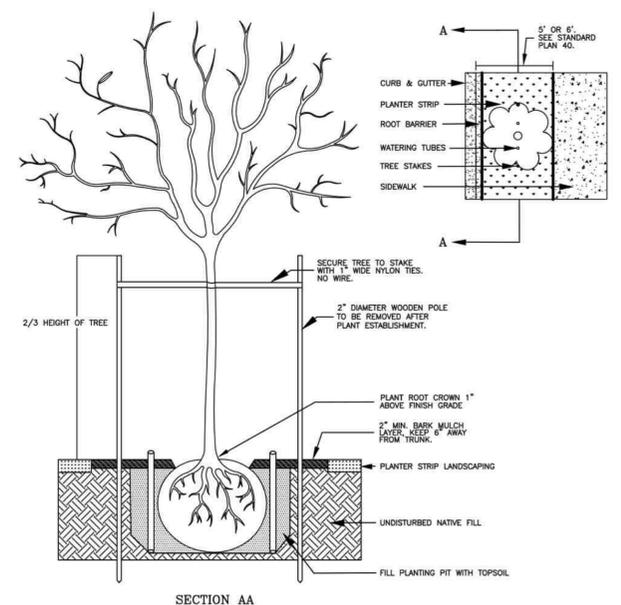
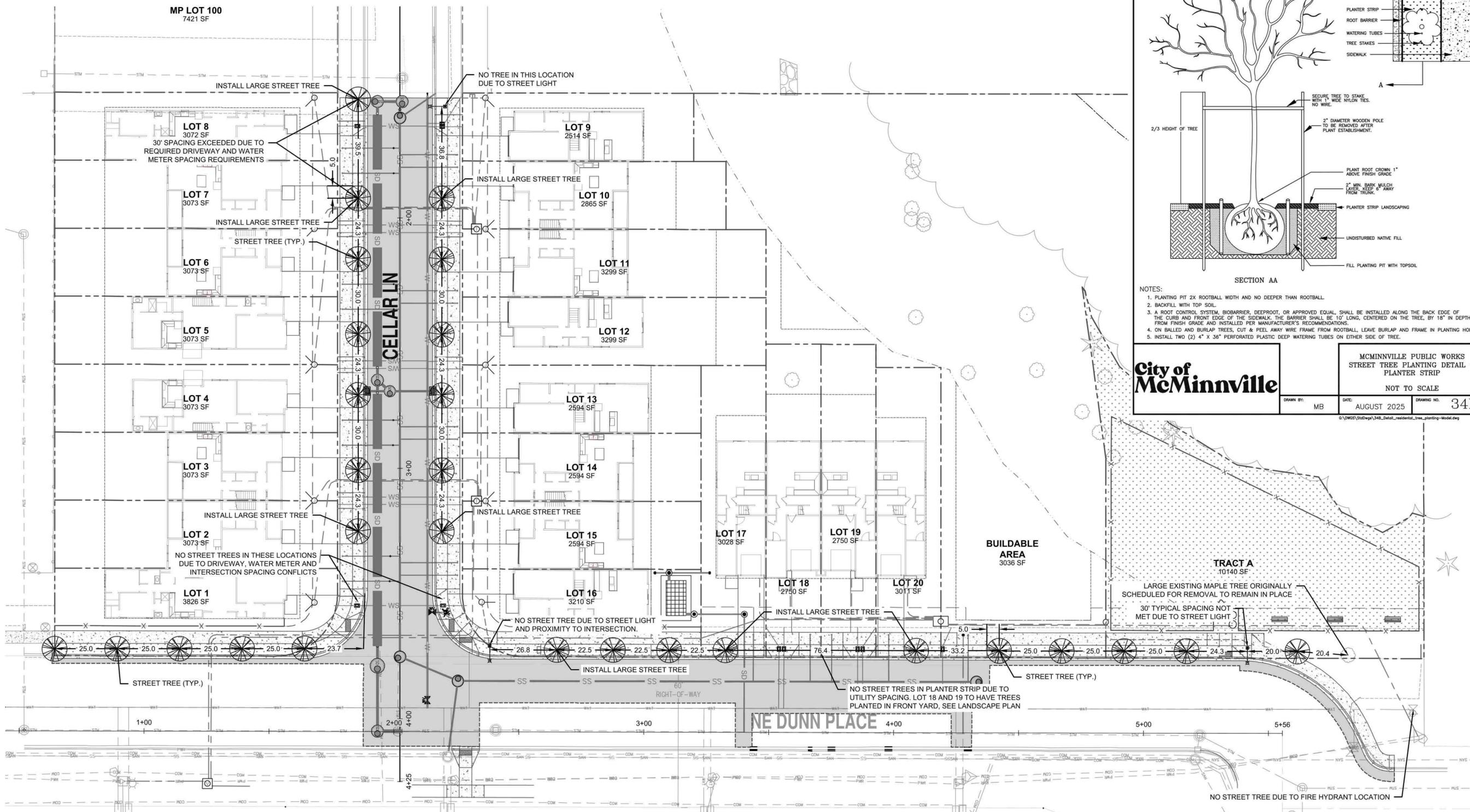
McMinnville, Oregon

This drawing is a schematic representation and field adjustment will be needed. Andy Wilson and AJW Landscape assumes no liability for the implementation of this drawing.



**AJW LANDSCAPE DESIGN**

503-910-8582  
andy@ajwlandscape.com



- 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

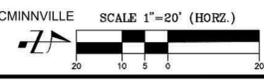
NOT TO SCALE

DRAWN BY: MB    DATE: AUGUST 2025    DRAWING NO: 34B

C:\DWG\5\56\dwg\34B\_Detail\_residential\_tree\_planting-Model.dwg

**STREET TREE PLAN**  
SCALE: 1" = 20'

- STREET TREE NOTES**
1. IN NO CASE SHALL A TREE BE PLANTED CLOSER THAN TWO AND ONE-HALF (2 1/2) FEET FROM THE FACE OF A CURB.
  2. STREET TREES SHALL NOT BE PLANTED WITHIN 10 FEET OF FIRE HYDRANTS, UTILITY POLES, SANITARY SEWER, STORM SEWER OR WATER LINES, OR WITHIN 20 FEET OF STREET LIGHT STANDARDS OR STREET INTERSECTIONS, OR WITHIN FIVE FEET OF A PRIVATE DRIVEWAY OR ALLEY.
  3. NEW UTILITY POLES SHALL NOT BE LOCATED WITHIN FIVE FEET OF AN EXISTING STREET TREE.
  4. STREET TREES SHALL BE A MINIMUM OF TWO INCHES IN CALIPER MEASURED AT SIX INCHES ABOVE GROUND LEVEL.
  5. 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.
  6. 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
  7. ALL STREET TREES SHALL BE 2" CALIPER BOWHALL RED MAPLE INSTALLED PER THE CITY OF MCMINNVILLE STREET TREE PLANTING DETAIL ON THIS SHEET UNLESS NOTED OTHERWISE ON PLAN.
  8. LARGE TREES AS NOTED ON PLAN SHALL BE 2" CALIPER AMERICAN BEECH INSTALLED PER THE CITY OF MCMINNVILLE STREET TREE PLANTING DETAIL ON THIS SHEET.



**H B H**  
ENGINEERS

501 E First Street  
Newberg, Oregon 97132  
CONSULTING 503/554-9553 fax 503/537-9554  
email: mail@hbh-engineers.com

Designed By: MCC | Drawn By: MCC | Checked By: ARC | Submittal No.: PERMIT SET  
L:\2021-008\4-Design\DWG\Street Tree Plan.dwg

REV.	DATE	DESCRIPTION

0' 1" = 1" (VERT.)  
IF THIS LINE IS NOT 1 INCH SCALE IS NOT AS SHOWN

CELTIC HOMES, JASON FLORES  
PO BOX 20025, KEIZER OR 97307

**DUNN PLACE SUBDIVISION**  
**NE AARON DRIVE + NE DUNN PLACE**  
**STREET TREE PLAN**

Drawn: Sheet No. **C5.1**  
1/29/2026  
2021-008

6 of 31