



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

www.mcminnvilleoregon.gov

Landscape Review Committee
Community Development Center, 231 NE 5th Street
June 11, 2018
12:00 PM

Committee Members	Agenda Items
<p>Rob Stephenson Chair</p> <p>Sharon Gunter Vice-Chair</p> <p>Josh Kearns</p> <p>RoseMarie Caughran</p> <p>Tim McDaniel</p>	<ol style="list-style-type: none"> 1. Call to Order 2. Citizen Comments 3. Approval of Minutes 4. Action Items <ol style="list-style-type: none"> A. L 1-18 – Street Tree and Landscape Plan (Exhibit 1) Baker Creek West and Baker Creek East Subdivisions B. L 9-18 – Landscape Plan (Exhibit 2) 2501 NE Evans Street C. L 13-18 – Landscape Plan (Exhibit 3) 435 NE Johnson Street 5. Discussion Items 6. Old/New Business <ol style="list-style-type: none"> A. L 27-17 –Revision to Approved Landscape Plan (Exhibit 4) 2760 NE Rivergate Street 7. Committee Member Comments 8. Staff Comments 9. Adjournment

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

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



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EXHIBIT 1 - STAFF REPORT

DATE: June 11, 2018
TO: McMinnville Landscape Review Committee
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4A: L 1-18

Report in Brief:

Revised plans for street trees and landscaping of open space tracts within multiple phases of a subdivision (L 1-18) to be reviewed by the Landscape Review Committee.

Background:

The applicant, Baker Creek Development, LLC, submitted a street tree plan for the Baker Creek West and Baker Creek East subdivisions that are located, generally, south of Baker Creek Road and east of Hill Road, near the existing Shadden Claim and Cottonwood subdivisions. The subdivisions are in the early stages of being developed, and infrastructure is currently being installed on the property. The street tree plan also includes details on the landscaping of open space and detention area tracts within the subdivision. The subject properties are more specifically described as Tax Lots 200, 203, 205, and 206, Section 18, T. 4 S., R. 4 W., W.M.

The Landscape Review Committee reviewed the application and plans at their May 16, 2018 regular meeting. At that meeting the Committee decided to continue the application to allow the applicant to make revisions to the plans to address utility conflicts identified by McMinnville Water and Light, review the tree species in the Baker Creek East subdivisions to better achieve the intent of the street tree spacing standards, and to increase the density of plantings in some of the open space tracts.

Discussion:

The Baker Creek subdivisions were approved as a Planned Development by the City Council in April 2017. The overall development plan consists of two separate developments in the area described above. The development near the intersection of Hill Road and Baker Creek Road is referred to as Baker Creek West, and the development south of the existing Shadden Claim subdivision and adjacent to Michelbook Golf Course is referred to as Baker Creek East. The Baker Creek West development consists of 125 single family residential lots and one lot approved for a multiple family development. The Baker Creek East development consists of 83 single family lots. The subject site can be seen below:

Attachments:

Attachment A – Decision, Conditions of Approval, and Findings of Fact of the McMinnville Landscape Review Committee for Approval of a Street Tree and Landscape Plan for the Baker Creek West and Baker Creek East Subdivisions

Site Reference Map

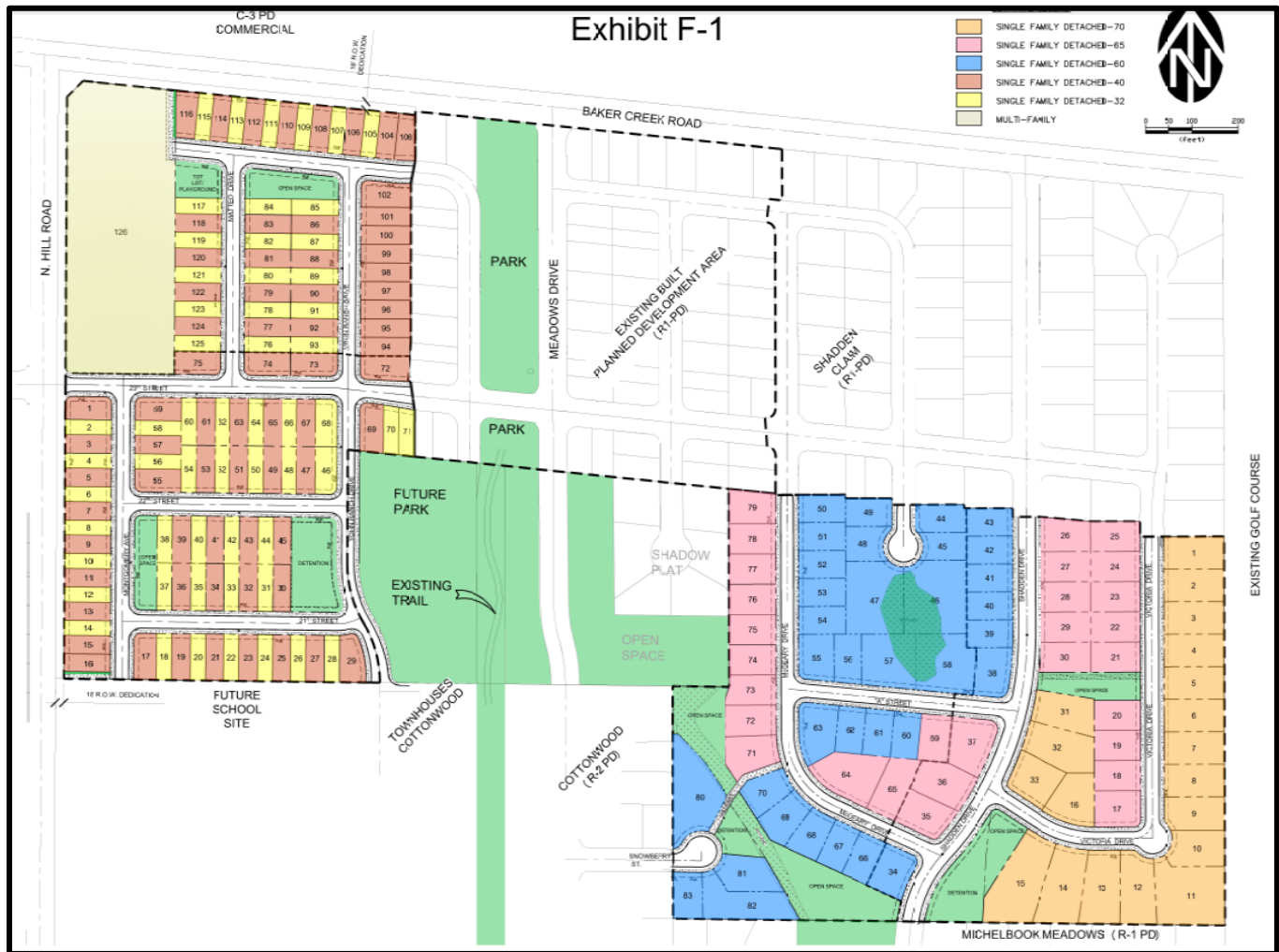


The overall development plan that was approved by the City Council is provided below. The Baker Creek West development includes smaller lots and the multiple family development site, and the Baker Creek East development includes larger lots more consistent with the size of lots in the surrounding existing subdivisions.

Attachments:

Attachment A – Decision, Conditions of Approval, and Findings of Fact of the McMinnville Landscape Review Committee for Approval of a Street Tree and Landscape Plan for the Baker Creek West and Baker Creek East Subdivisions

Approved Development Plan



Street Tree Review:

The applicant has made some revisions to the street tree plans in both the Baker Creek West and Baker Creek East subdivisions, based on the comments provided by the Landscape Review Committee prior to the continuation of the application and plans at the May 16, 2018 regular meeting. Those revisions include the removal or moving of some trees that were identified by McMinnville Water and Light to be in conflict with utilities, and the proposal of an alternate street tree species in the Baker Creek East subdivisions.

The revisions to the Baker Creek East subdivision, based on planting street trees in locations that meet the proper setbacks from the installed infrastructure, resulted in the net loss of 16 street trees throughout Baker Creek East, and 26 street trees throughout Baker Creek West. In other locations where potential conflicts were identified, minor adjustments to the locations of street trees were able to be made to not require complete removal of the street tree. In the locations where the street trees were removed, there was not adequate space to plant a street tree and still meet required setbacks from the adjacent infrastructure. In order to not create future conflicts and infrastructure damage for future property owners, the applicant has proposed to remove street trees from those locations.

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Areas where trees were removed on the revised plans, but could be added back if spacing is adjusted, are:

- Baker Creek West – South side of Haun Drive between Matteo Drive and Yohn Ranch Drive
 - 2 trees were removed from this planter strip, due to the comment from McMinnville Water and Light that there were transformers located adjacent to those trees and that clearances must be achieved. Staff is recommending a condition of approval that 5 street trees be planted in this planter strip, and that the regular spacing proposed be adjusted and potentially altered to an irregular spacing to allow for 5 trees to be planted.
- Baker Creek West – Between Lot 115 and Lot 116
 - Staff is recommending a condition of approval that a street tree be planted in this location, unless there is a utility present that creates a setback requirement.
- Baker Creek West – West side of Yohn Ranch Drive between 21st and 22nd Streets
 - 1 tree was removed from this planter strip, due to the comment from McMinnville Water and Light that there was a streetlight adjacent to that tree. Staff is recommending a condition of approval that 6 trees be planted in this planter strip, and that the regular spacing proposed be adjusted and potentially altered to an irregular spacing to allow for 6 trees to be planted.
- Baker Creek West – South side of Tract B
 - Staff is recommending a condition of approval that a street tree be planted in this location, unless there is a utility present that creates a setback requirement.
- Baker Creek East – West side of Shadden Drive between McGeary Drive and south border of subdivision
 - 1 tree was removed from this planter strip, due to the comment from McMinnville Water and Light that there was a water service adjacent to one of the trees and that clearances must be achieved. Staff is recommending a condition of approval that 3 trees be planted in this planter strip, and that the regular spacing proposed be adjusted and potentially altered to an irregular spacing to allow for 3 trees to be planted.

The applicant is also proposing to change the street tree species in the Baker Creek East subdivisions from Fastigiata Common Hornbeam (*Carpinus betulus* 'Fastigiata') to London Planetree (*Platanus acerifolia* 'Bloodgood'). The London Planetree species has a broader canopy at maturity, and was selected to provide a broader tree canopy in the Baker Creek East subdivisions because the maximum street tree spacing standard cannot be achieved in many locations in the subdivision. The London Planetree is listed on the McMinnville Street Tree List as a conditionally permitted street tree species. Conditionally permitted street tree species can be approved by the Landscape Review Committee, but the potential impacts of the conditionally permitted tree species needs to be carefully studied. The McMinnville Street Tree List states that the London Planetree was classified as conditional because of its large seed pods and aggressive roots.

Staff completed research into the proposed London Planetree species, and found varying information. Oregon State University lists the species as potentially growing to a maximum height of between 70 and 100 feet, with an open-shaped canopy that spreads with age. The broader canopy would better achieve the intent of the City's street tree spacing standards and better provide a fuller tree canopy within the subdivision. However, staff does have concern with the potential size of the tree and potential aggressive roots. The City of Portland allows the London Planetree species, but only in planting strips between 6 and 8.4 feet wide. The City of Gresham allows the species as well, but only with a minimum planter strip width of at least 8 feet. The planter strips in the Baker Creek East subdivision are only 5 feet in width. Other cities with street tree programs, including Tualatin, Sherwood, Beaverton, Milwaukie, and Hillsboro, do not have the London Planetree listed as an approved species on their street tree lists.

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Based on the size of the London Planetree and the size of the planting strips in Baker Creek East, staff suggests that the Landscape Review Committee discuss whether the Baker Creek East street tree plan should be amended. The applicant is proposing to plant Katsura (*Cercidiphyllum japonicum*) trees in some of the open space tracts. This tree is listed on the McMinnville Street Tree List as an approved species, and can grow to a mature canopy width of 40 feet. Staff offers the suggestion that the proposed tree species be switched, with Katsura trees being planted as the street trees and London Planetrees being planted in the open space tracts. The trees within the open space tracts are shown to be planted outside of the public utility easement, which would result in the trees being at least 10 feet from the nearest edge of the adjacent sidewalk. This would reduce potential future conflicts with infrastructure and utilities. Staff has provided an alternate condition of approval, should the Landscape Review Committee find that the London Planetree species is not appropriate for the street trees in the Baker Creek East subdivisions.

Landscape Plan Review

The landscape plan submitted by the applicant includes proposed landscaping of the open space and detention area tracts within the subdivisions. These open space and detention areas were required to be landscaped by multiple conditions of approval (conditions #4 and #39) from the Planned Development approval.

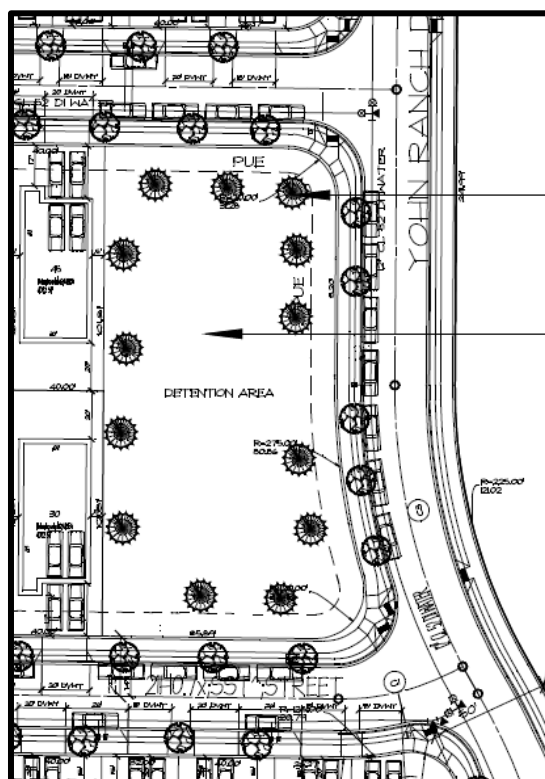
In Baker Creek West, there are six of these areas proposed to be landscaped. There are three open space tracts, one detention area, and two pedestrian accessways. In Baker Creek East, there is one open space tract, two detention areas, and one additional pedestrian accessway through the largest detention and natural drainage area. The revisions to the landscaping of these areas includes moving the trees to outside of the public utility easement to avoid conflicts with utilities and the densification of planting.

In Baker Creek West, the applicant is proposing the following revisions to the landscaping:

Detention Area (Tract A):

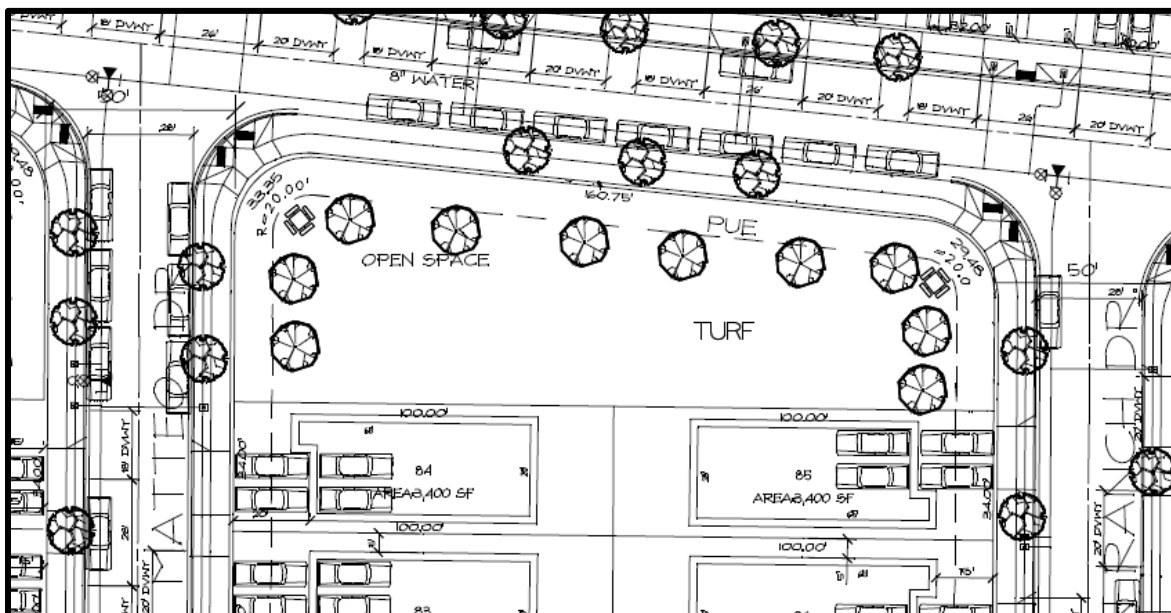
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In the detention area in Tract A, the applicant is proposing to add four more Excelsa Western Red Cedar (*Thuja plicata* 'Excelsa') trees along the outer perimeter of the detention area, for a total of 13 trees. The applicant will also install water quality seed mix within the graded detention area. The applicant provided details for the water quality seed mix being proposed, which includes a mixture of Slough Sedge, Small Fruited Bulrush, Dense Sedge, and Creeping Spikerush.

Open Space (Tract C):

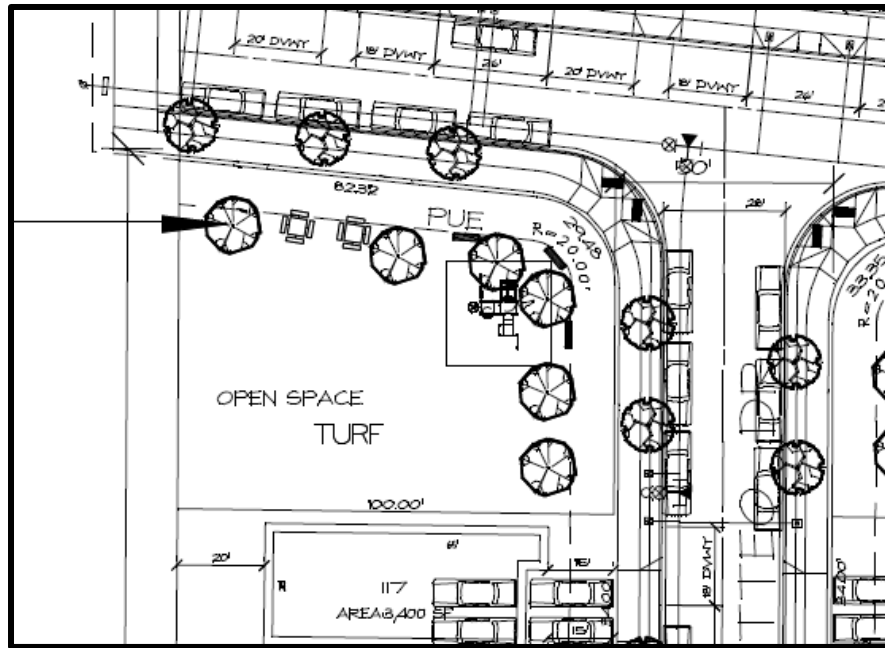


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In this open space tract, the applicant is proposing to add one additional Katsura (*Cercidiphyllum japonicum*) tree along the outer perimeter of the open space tract, for a total of 10 trees.

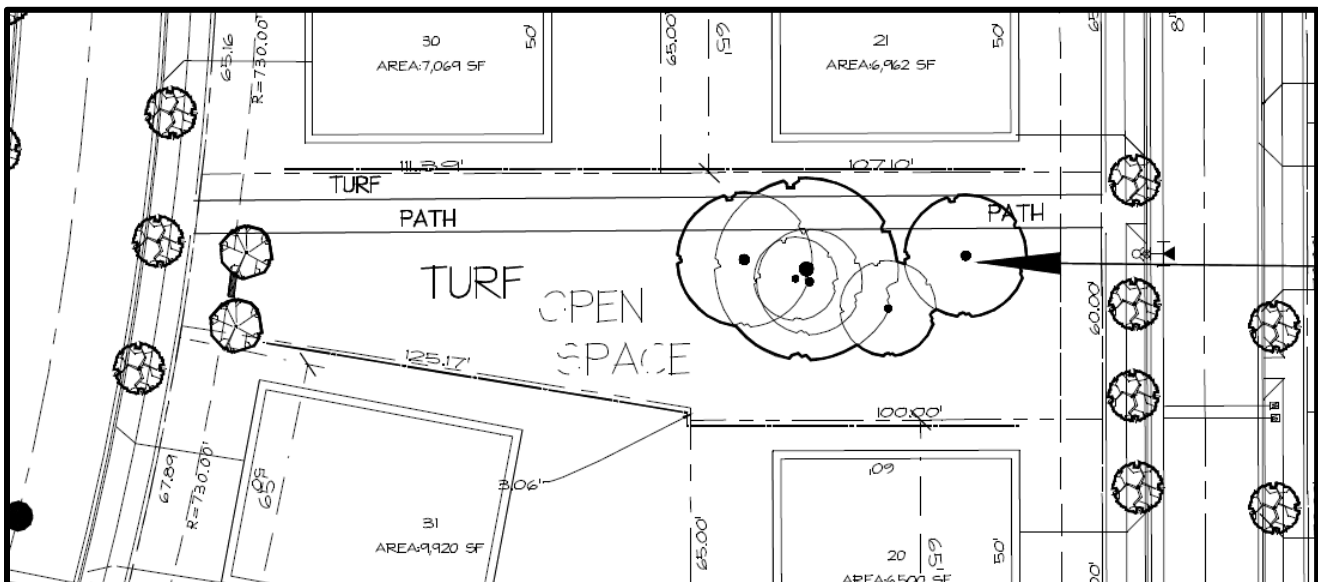
Open Space (Tract D):



In this open space tract, the applicant is proposing to add 3 additional Katsura (*Cercidiphyllum japonicum*) trees along the outer perimeter of the open space tract, for a total of 6 trees.

In Baker Creek East, the applicant is proposing the following revisions to the landscaping:

Open Space and Pedestrian Accessway (Tract A):

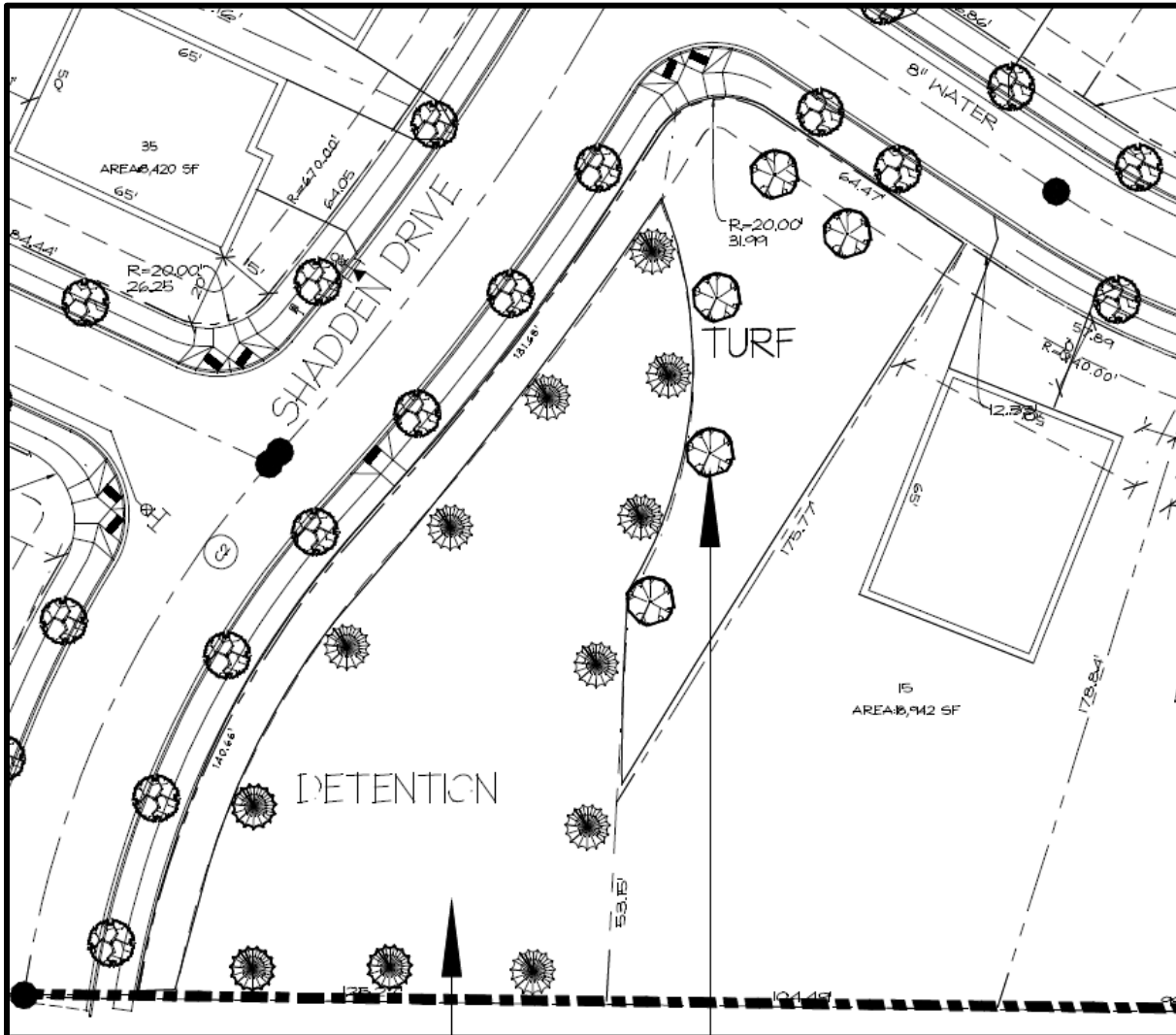


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In this open space tract, the applicant is proposing to add 2 additional Katsura (*Cercidiphyllum japonicum*) trees along the western perimeter of the open space tract, where previously they were not showing any trees.

Open Space and Detention Area (Tract B):

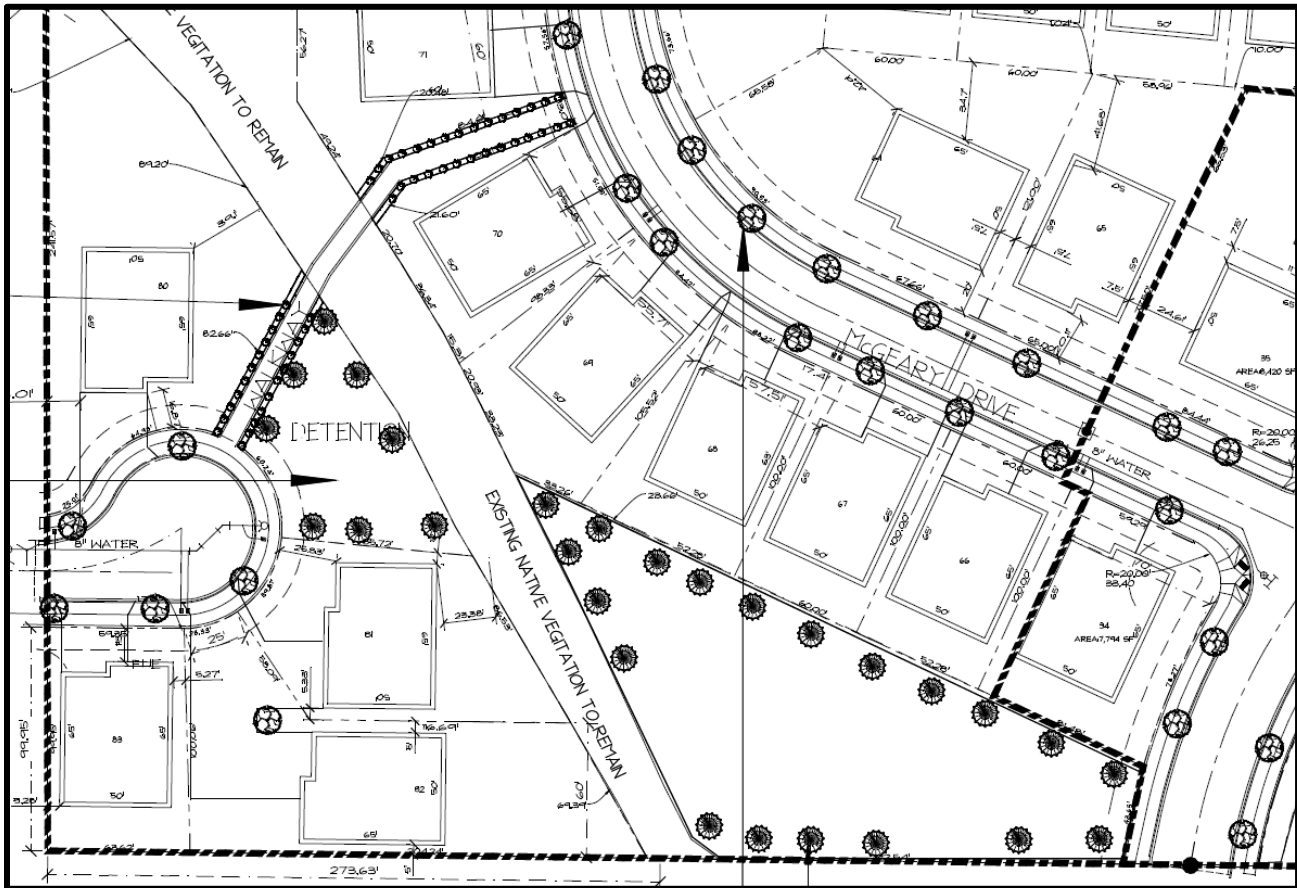


The applicant added one additional Western Red Cedar tree to the perimeter of the detention area, and also added 5 new Katsura trees along the perimeter of the turf area. Previously, they were not showing any trees in the turf area.

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Detention Area and Pedestrian Accessway (Tract C):



This larger detention area, which includes a detention pond on the southeast corner of the tract near Shadden Drive and a detention pond on the east end of the Snowberry Street cul-de-sac, will primarily be maintained with the existing native vegetation. The detention pond areas will be treated again with Excelsa Western Red Cedar (*Thuja plicata* 'Excelsa') trees along the outer perimeter of the detention areas and water quality seed mix within the graded detention areas. The applicant added 3 more Western Red Cedar trees to the detention pond adjacent to Snowberry Street, for a total of 8 trees. The applicant also added 8 more Western Red Cedar trees to the detention pond adjacent to Shadden Drive, for a total of 20 trees.

Fiscal Impact:

None.

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.

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- 4) **DENY** the application, providing findings of fact for the denial in the motion to deny.

Recommendation/Suggested Motion:

Based on the findings described above, staff is recommending that the street tree plan be approved with the following conditions:

1. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during planting process.
2. That the tree species approved for the planting strips in the Baker Creek West subdivision is Red Sunset Red Maple (*Acer rubrum* 'Franksred'), and that the tree species approved for the planting strips in the Baker Creek East subdivision is London Planetree (*Platanus acerifolia* 'Bloodgood').

Note – As an alternate condition of approval, the Landscape Review Committee could require the following: "That the tree species approved for the planting strips in the Baker Creek East subdivision is Katsura (*Cercidiphyllum japonicum*). The trees to be planted in the open space tracts in Baker Creek East is London Planetree (*Platanus acerifolia* 'Bloodgood').".

3. That street trees shall be planted in the following locations:
 - a. Baker Creek West – South side of Haun Drive between Matteo Drive and Yohn Ranch Drive: 5 street trees shall be planted in this planter strip, and the regular spacing proposed shall be adjusted and potentially altered to an irregular spacing to allow for the 5 trees to be planted.
 - b. Baker Creek West – Between Lot 115 and Lot 116: One street tree shall be planted in this location, unless there is a utility present that creates a setback requirement.
 - c. Baker Creek West – West side of Yohn Ranch Drive between 21st and 22nd Streets: 6 street trees shall be planted in this planter strip, and the regular spacing proposed shall be adjusted and potentially altered to an irregular spacing to allow for the 6 trees to be planted.
 - d. Baker Creek West – South side of Tract B: One street tree shall be planted in this location, unless there is a utility present that creates a setback requirement.
 - e. Baker Creek East – West side of Shadden Drive between McGeary Drive and south border of subdivision: 3 street trees shall be planted in this planter strip, and the regular spacing proposed shall be adjusted and potentially altered to an irregular spacing to allow for the 3 trees to be planted.
4. That the street trees to be installed in the Hill Road right-of-way space adjacent to the west boundary of the Baker Creek West subdivision be consistent with the street tree plan provided to the applicant and developer in a memorandum on May 4, 2018.
5. That the street tree spacing in the Baker Creek East subdivision be no more than 30 feet on the exterior side yard of any corner lot, or along any open space or detention area tract. Street trees planted in other areas in the Baker Creek East subdivision shall be planted at the maximum spacing of 30 feet in any other possible location, to be determined during building permit review.
6. That all trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade.

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7. 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.
8. That each street tree shall be provided with root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of each tree and the curb side of each tree. The root barrier protection shall be placed in 10-foot lengths, centered on each tree, and to a depth of eighteen (18) inches. In addition, all trees shall be provided with deep watering tubes to promote deep root growth (see enclosed detail).
9. In the Baker Creek West subdivision, where street trees are planted in the approximately 10 foot long planter strips between driveways on neighboring lots, root barrier protection shall be provided around the perimeter of the entire planting strip.
10. In the Baker Creek West subdivision, where street trees are planted in any location less than 10 feet from a water meter, root barrier protection shall be provided along the sidewalk and curb as required by condition #6, and root barrier protection shall also be provided immediately adjacent to the water meter between the sidewalk and curb.
11. That the applicant shall schedule an inspection with the McMinnville Public Works Superintendent of the installed root barrier and water tubes prior to any street tree planting. Trees intended for planting shall be on-site and available for inspection. The applicant shall contact the McMinnville Public Works Superintendent, David Renshaw, at (503) 434-7316 to schedule a planting inspection prior to backfilling.
12. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
13. That the street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.

Suggested Motion:

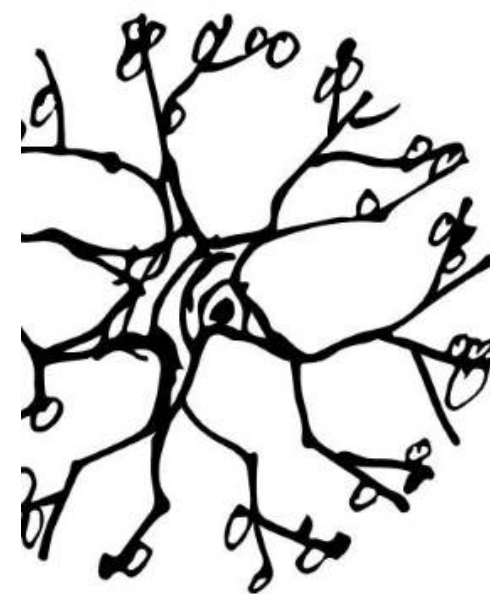
THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE LANDSCAPE REVIEW COMMITTEE APPROVE L 1-18 WITH THE CONDITIONS OF APPROVAL AS RECOMMENDED BY STAFF.

CD:sjs

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KATSURA TREE



exterior spaces

[DESIGN - PLAN - CREATE]

503-521-5041

Landscape Design - Outdoor Living - Swimming Pools - Water Features - Lighting
www.exteriorspacesdesign.com

RED SUNSET RED MAPLE

Qty	Botanical Name	Common Name
Trees		
150	Acer rubrum 'Franksred'	RED SUNSET RED MAPLE 50' TALL X 40' WIDE
28	Cercidiphyllum japonicum	KATSURA TREE 40' TALL X 40' WIDE
13	Thuja plicata	WESTERN RED CEDAR 35' TALL X 20' WIDE

WESTERN RED CEDAR

WATER QUALITY SEED MIX #1

NOTES

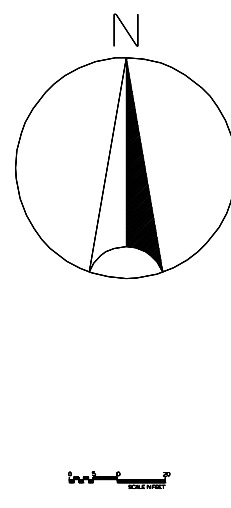
STREET TREE PLANTING PLAN

BAKER CREEK WEST STREET TREE LAYOUT

BAKER CREEK DEVELOPMENT, LLC

No.	Date	Description
REV 006		

EXTERIOR SPACES LLC
503-521-5411
DESIGNER: RUSS SWALBERG
WWW.EXTERIORSAPCESDESIGN.COM



SCALE 1" = 40'
DRAWN BY RUSS SWALBERG
CHECKED BY
DATE 4/10/18
DATE OF PRINT 4/10/18

PROJECT NO.

SHEET NO.



Qty	Botanical Name	Common Name
Trees 40' Tall x 40' Wide		
7	Cercidiphyllum japonicum	KATSURA TREE

Qty	Botanical Name	Common Name
Trees 40' Tall x 40' Wide		
130	Plantus acerifolia "Bloodgood"	LONDON PLANETREE
Shrubs 40' Tall x 40' Wide		
51	Rosa nutkana var. Nutkana	Nootka Rose
Qty	Botanical Name	Common Name
Trees 40' Tall x 40' Wide		
40	Thuja plicata	WESTERN RED CEDAR

NOOTKA ROSE

WATER QUALITY SEED MIX #1
SNOWBERRY ST.

PLANTUS X ACERIFOLIA "BLOODGOOD" STREET TREES

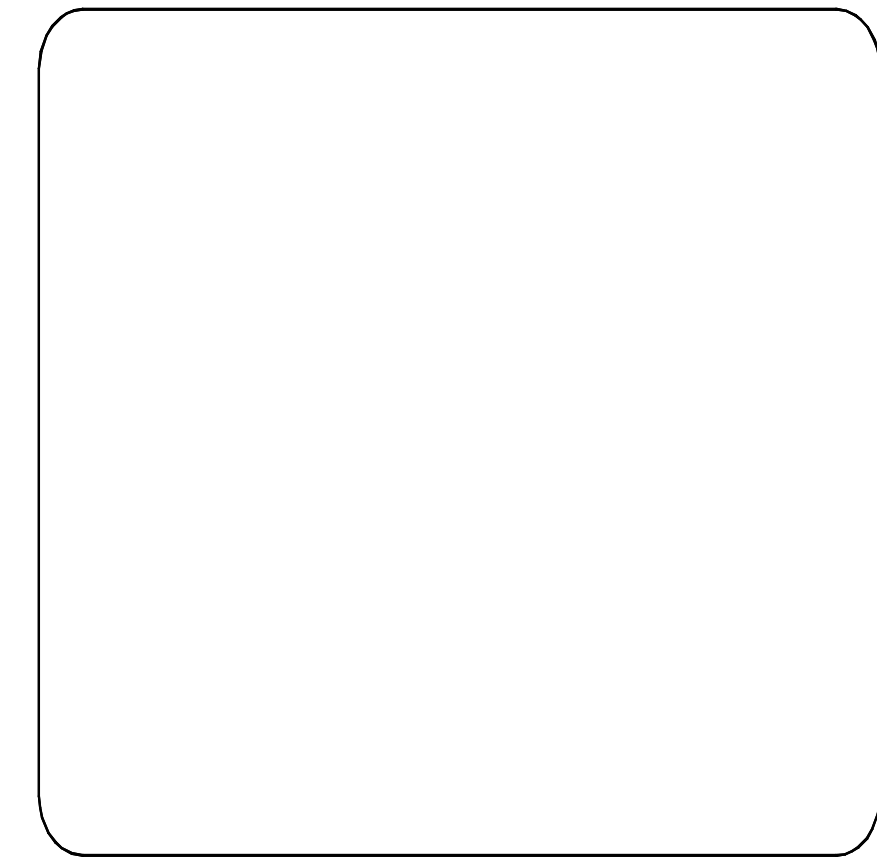
WESTERN RED CEDAR

KATSURA TREES
WATER QUALITY SEED MIX #1

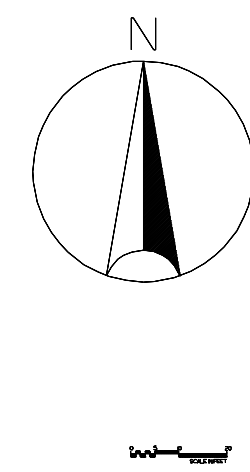
EXISTING TREES

STREET TREE PLANTING PLAN
BAKER CREEK EAST SUBDIVISION
BAKER CREEK DEVELOPMENT, LLC

No.	Date	Description
REVISIONS		



EXTERIOR SPACES LLC
DESIGN BY: RUSS SHALBERG



SCALE 1 : 40	PROJECT NO.
DRAWN BY RUSS SHALBERG	
CHECKED BY	SHEET NO.
DATE 4-10-18	
DATE OF PRINT 4-10-18	



**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

503-434-7311

www.mcminnvilleoregon.gov

DECISION, CONDITIONS OF APPROVAL, FINDINGS OF FACT, AND CONCLUSIONARY FINDINGS OF APPROVAL OF THE MCMINNVILLE LANDSCAPE REVIEW COMMITTEE FOR APPROVAL OF A STREET TREE PLAN AND LANDSCAPE PLAN FOR THE BAKER CREEK WEST AND BAKER CREEK EAST SUBDIVISIONS

DOCKET: L 1-18 (Street Tree and Landscape Plan)

REQUEST: The applicant requested the approval of a street tree plan and landscape plan for two new subdivisions. Street trees are required to be planted in any new residential subdivision that has a dedicated planting strip.

LOCATION: The subject property is located, generally, south of Baker Creek Road and east of Hill Road, near the existing Shadden Claim and Cottonwood subdivisions. The subject properties are more specifically described as Tax Lots 200, 203, 205, and 206, Section 18, T. 4 S., R. 4 W., W.M

ZONING: R-1 PD (Single Family Residential Planned Development)

APPLICANT: Baker Creek Development, LLC

STAFF: Chuck Darnell, Associate Planner

DATE DEEMED COMPLETE: May 3, 2018

HEARINGS BODY: McMinnville Landscape Review Committee

DATE & TIME: May 16, 2018 and June 11, 2018. Meetings were held at the Community Development Center, 231 NE 5th Street, McMinnville, OR 97128

COMMENTS: This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval. No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

Based on the findings and conclusions, the Landscape Review Committee recommends **APPROVAL** of the street tree plan (L 1-18) **subject to the conditions of approval provided in this document.**

DECISION: APPROVAL WITH CONDITIONS

Date: _____

Date: _____

APPLICATION SUMMARY:

The Baker Creek subdivisions were approved as a Planned Development by the City Council in April 2017. The overall development plan consists of two separate developments in the area described above. The development near the intersection of Hill Road and Baker Creek Road is referred to as Baker Creek West, and the development south of the existing Shadden Claim subdivision and adjacent to Michelbook Golf Course is referred to as Baker Creek East. The Baker Creek West development consists of 125 single family residential lots and one lot approved for a multiple family development. The Baker Creek East development consists of 83 single family lots. The subject site can be seen below:

Site Reference Map



The overall development plan that was approved by the City Council is provided below. The Baker Creek West development includes smaller lots and the multiple family development site, and the Baker Creek East development includes larger lots more consistent with the size of lots in the surrounding existing subdivisions.

Approved Development Plan



CONDITIONS OF APPROVAL:

L 1-18 is **approved** subject to the following conditions:

1. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during planting process.
2. That the tree species approved for the planting strips in the Baker Creek West subdivision is Red Sunset Red Maple (*Acer rubrum* 'Franksred'), and that the tree species approved for the planting strips in the Baker Creek East subdivision is London Planetree (*Platanus acerifolia* 'Bloodgood').
3. That street trees shall be planted in the following locations:
 - a. Baker Creek West – South side of Haun Drive between Matteo Drive and Yohn Ranch Drive: 5 street trees shall be planted in this planter strip, and the regular spacing proposed shall be adjusted and potentially altered to an irregular spacing to allow for the 5 trees to be planted.
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- be adjusted and potentially altered to an irregular spacing to allow for the 6 trees to be planted.
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 - e. Baker Creek East – West side of Shadden Drive between McGeary Drive and south border of subdivision: 3 street trees shall be planted in this planter strip, and the regular spacing proposed shall be adjusted and potentially altered to an irregular spacing to allow for the 3 trees to be planted.
4. That the street trees to be installed in the Hill Road right-of-way space adjacent to the west boundary of the Baker Creek West subdivision be consistent with the street tree plan provided to the applicant and developer in a memorandum on May 4, 2018.
 5. That the street tree spacing in the Baker Creek East subdivision be no more than 30 feet on the exterior side yard of any corner lot, or along any open space or detention area tract. Street trees planted in other areas in the Baker Creek East subdivision shall be planted at the maximum spacing of 30 feet in any other possible location, to be determined during building permit review.
 6. That all trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade.
 7. 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.
 8. That each street tree shall be provided with root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of each tree and the curb side of each tree. The root barrier protection shall be placed in 10-foot lengths, centered on each tree, and to a depth of eighteen (18) inches. In addition, all trees shall be provided with deep watering tubes to promote deep root growth (see enclosed detail).
 9. In the Baker Creek West subdivision, where street trees are planted in the approximately 10 foot long planter strips between driveways on neighboring lots, root barrier protection shall be provided around the perimeter of the entire planting strip.
 10. In the Baker Creek West subdivision, where street trees are planted in any location less than 10 feet from a water meter, root barrier protection shall be provided along the sidewalk and curb as required by condition #6, and root barrier protection shall also be provided immediately adjacent to the water meter between the sidewalk and curb.
 11. That the applicant shall schedule an inspection with the McMinnville Public Works Superintendent of the installed root barrier and water tubes prior to any street tree planting. Trees intended for planting shall be on-site and available for inspection. The applicant shall contact the McMinnville Public Works Superintendent, David Renshaw, at (503) 434-7316 to schedule a planting inspection prior to backfilling.
 12. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.

13. That the street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.

ATTACHMENTS:

1. Application for Street Tree Removal (on file with the Planning Department)

COMMENTS:

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval.

FINDINGS OF FACT

1. Baker Creek Development, LLC requested the approval of a street tree and landscape plan for two new subdivisions. Street trees are required to be planted in any new residential subdivision that has a dedicated planting strip. The subject property is located, generally, south of Baker Creek Road and east of Hill Road, near the existing Shadden Claim and Cottonwood subdivisions. The subject properties are more specifically described as Tax Lots 200, 203, 205, and 206, Section 18, T. 4 S., R. 4 W., W.M.
2. The site is currently zoned R-1 PD (Single Family Residential Planned Development), and is designated as Residential on the McMinnville Comprehensive Plan Map, 1980.
3. This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. No comments in opposition have been provided, and the comments provided by the Public Works Department and McMinnville Water and Light have been incorporated into the conditions of approval.
4. Public meetings were held by the Landscape Review Committee on May 16, 2018 and June 11, 2018 to review the application and proposed street tree plan. No comments in opposition were provided by the public prior to the public meeting.

CONCLUSIONARY FINDINGS:

McMinnville's Comprehensive Plan:

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

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.

Policy 122.00: The City of McMinnville shall encourage the following provisions for each of the three functional road classifications:

- 1. Major, minor arterials.*
–Landscaping should be encouraged along public rights-of-way.
- 2. Major, minor collectors.*
–Landscaping should be encouraged along public rights-of-way.

3. Local Streets

–Landscaping should be encouraged along public rights-of-way.

Finding: Goal VI 1 and Policy 122.00 are satisfied in that trees will be installed along the public right-of-way along all new streets within the new subdivisions, and also in the right-of-way space adjacent to Hill Road. Existing street trees in the right-of-way adjacent to Baker Creek Road will be retained and maintained. The trees will be located within curb side planting strips, and will be of a species from the approved McMinnville Street Tree List. Conditions of approval have been included to ensure that the planting of the street trees meets all necessary street tree standards.

Policy 132.24.00: The safety and convenience of all users of the transportation system including pedestrians, bicyclists, transit users, freight, and motor vehicle drivers shall be accommodated and balanced in all types of transportation and development projects and through all phases of a project so that even the most vulnerable McMinnville residents – children, elderly, and persons with disabilities – can travel safely within the public right-of-way. Examples of how the Compete Streets policy is implemented:

- 1. Incorporate features that create a pedestrian friendly environment, such as: [...]*
- g. Street furniture, street trees, and landscaping*

Finding: Policy 132.24.00 is satisfied in that trees will be installed along all new streets within the new subdivisions, and also in the right-of-way space adjacent to Hill Road. Existing street trees in the right-of-way adjacent to Baker Creek Road will be retained and maintained. The trees will be located within curb side planting strips, and will be of a species from the approved McMinnville Street Tree List. Conditions of approval have been included to ensure that the planting of the street trees meets all necessary street tree standards.

Policy 132.38.00: Aesthetics and streetscaping shall be a part of the design of McMinnville's transportation system. Streetscaping, where appropriate and financially feasible, including public art, shall be included in the design of transportation facilities. Various streetscaping designs and materials shall be utilized to enhance the livability in the area of a transportation project.

Finding: Policy 132.38.00 is satisfied in that trees will be installed along all new streets within the new subdivisions, and also in the right-of-way space adjacent to Hill Road. Existing street trees in the right-of-way adjacent to Baker Creek Road will be retained and maintained. The trees will be located within curb side planting strips, and will be of a species from the approved McMinnville Street Tree List. Conditions of approval have been included to ensure that the planting of the street trees meets all necessary street tree standards.

Policy 132.43.05: Encourage Safety Enhancements – In conjunction with residential street improvements, the City should encourage traffic and pedestrian safety improvements that may include, but are not limited to, the following safety and livability enhancements:

- 3. Landscaping barriers between roadway and non-motorized uses;*
- 4. Landscaping that promotes a residential atmosphere;*

Finding: Policy 132.43.05 is satisfied in that trees will be installed along all new streets within the new subdivisions, and also in the right-of-way space adjacent to Hill Road. Existing street trees in the right-of-way adjacent to Baker Creek Road will be retained and maintained. The trees will be located within curb side planting strips, and will be of a species from the approved McMinnville Street Tree List. Conditions of approval have been included to ensure that the planting of the street trees meets all necessary street tree standards. The street trees will promote a residential atmosphere within the subdivision.

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.

Finding: Goal X 1 and Policy 188.00 are satisfied in that 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 hearing. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

McMinnville's City Code:

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) are 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. [...]

Finding: The landscape plan as proposed would enhance the appearance of the city and will benefit the economic, ecological, and aesthetic environment of the city. The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below.

17.57.050 Plans—Submittal and review—Approval—Time limit for completion.

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;

Finding: The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below. Modifications as required by the conditions of approval will be discussed with the applicant and agreed to prior to the issuance of a building permit.

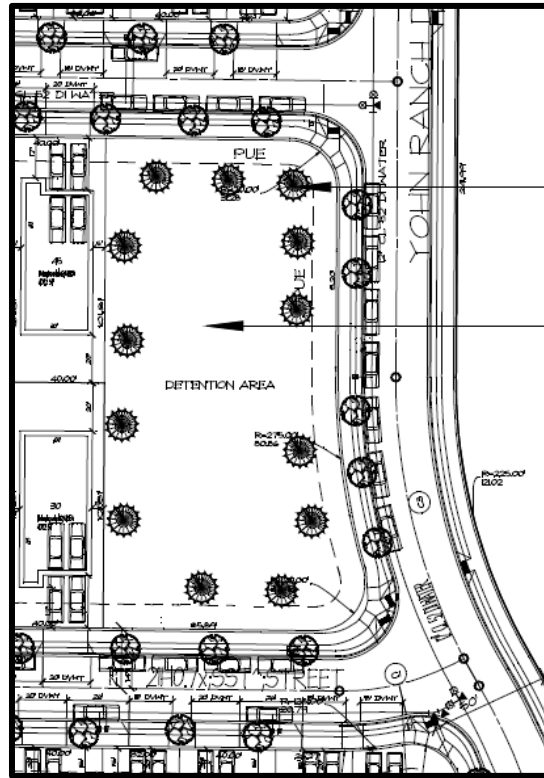
17.57.070 Area Determination—Planning factors.

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

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

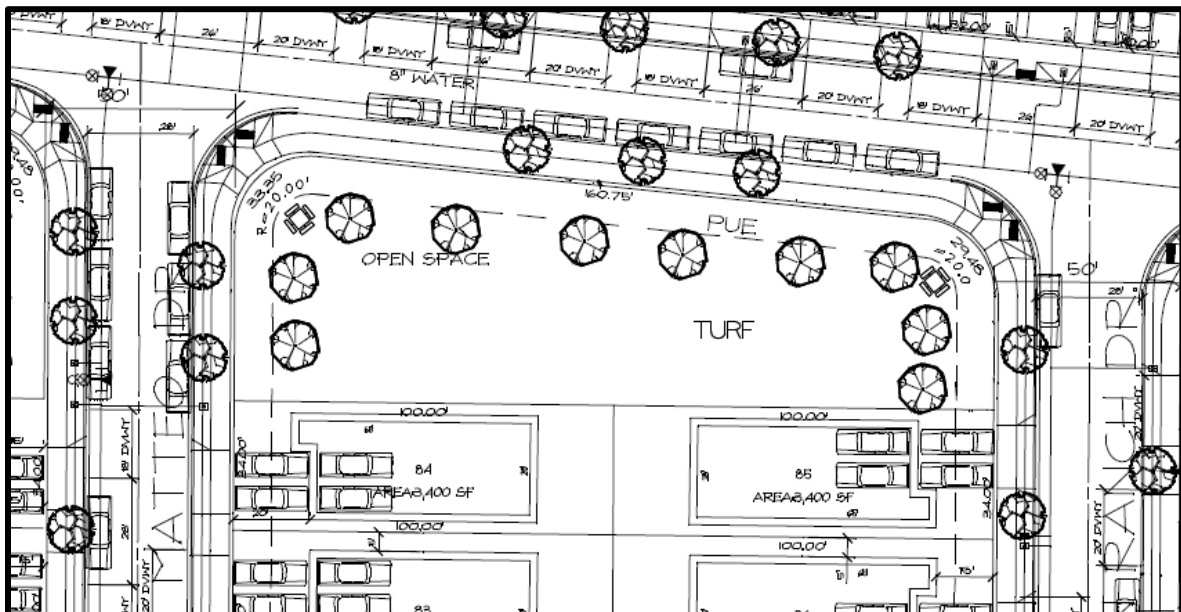
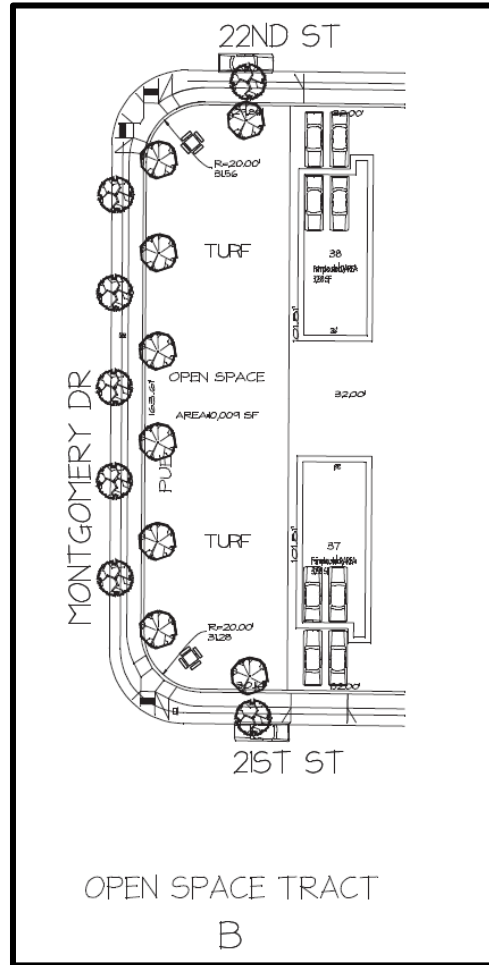
Finding: In Baker Creek West, the applicant is proposing the following landscaping:

Detention Area (Tract A):



In the detention area in Tract A, the applicant is proposing to plant 13 Excelsa Western Red Cedar (*Thuja plicata* 'Excelsa') trees along the outer perimeter of the detention area, and then install water quality seed mix within the graded detention area. The applicant provided details for the water quality seed mix being proposed, which includes a mixture of Slough Sedge, Small Fruited Bulrush, Dense Sedge, and Creeping Spikerush.

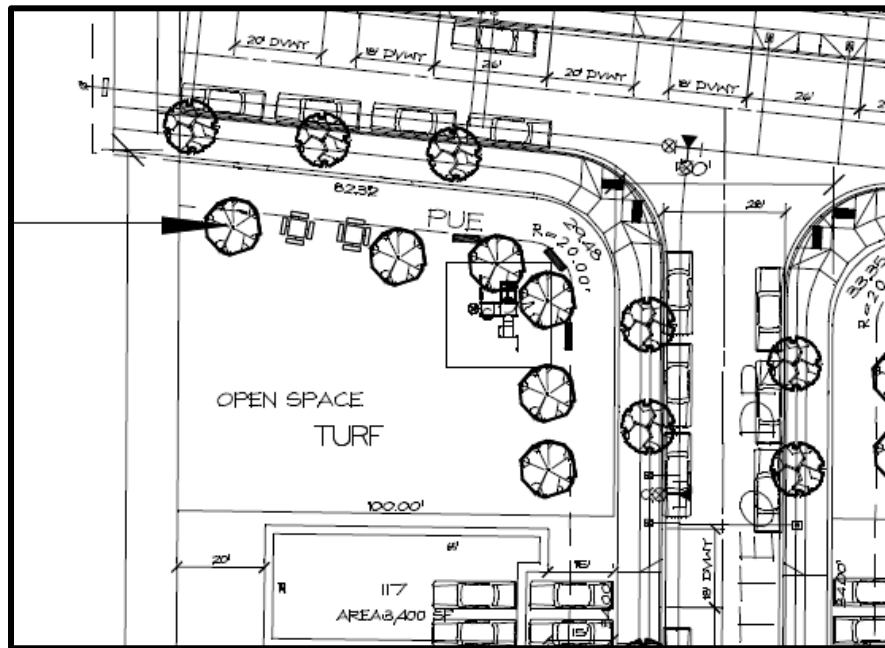
Open Spaces (Tract B and Tract C):



In these open space tracts, the applicant is proposing to install Katsura (*Cercidiphyllum japonicum*) trees along the outer perimeter of the open space tracts, and then to install turf grass throughout the remainder of the tract. Staff is supportive of the use of turf grass in a majority of the open space area.

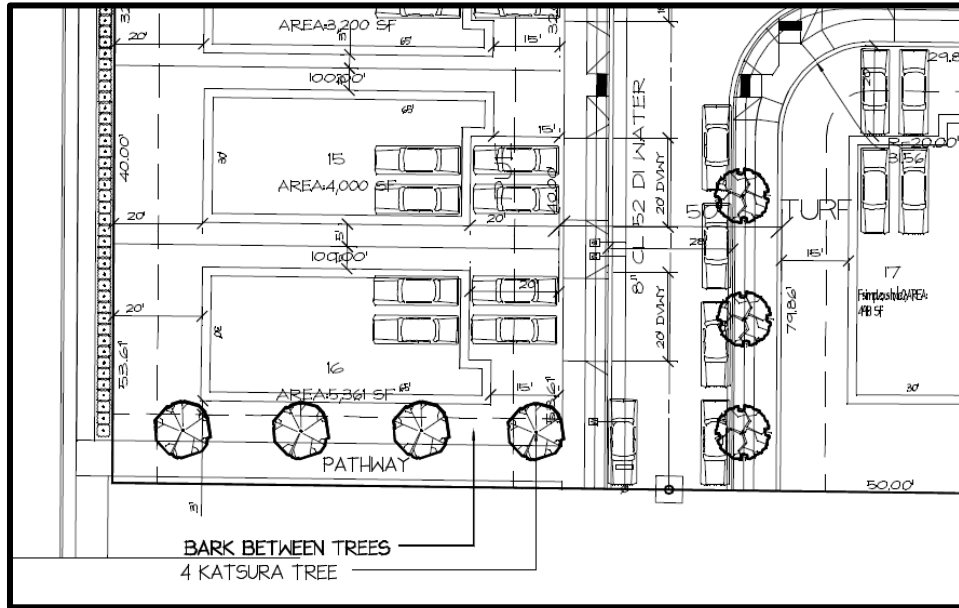
These open space areas were required during the Planned Development to provide for usable open space for residents of the subdivision, based on the smaller lots and yards that were allowed to be constructed. The applicant is also proposing to install picnic tables at the corners of each of the open space tracts to provide seating for users of the open spaces. These improvements were also required by the Planned Development approval (condition of approval #4) subject to the Planning Director's approval, and the Planning Director has approved the type and placement of picnic tables as shown on the landscape plan.

Open Space (Tract D):



Similar to the other Baker Creek West open space tracts, the applicant is proposing to install Katsura (*Cercidiphyllum japonicum*) trees along the outer perimeter of Tract D, and then to install turf grass throughout the majority of the open space tract. However, the Planned Development approval (condition of approval #4) required that play equipment be provided in this open space tract. The applicant is also proposing to install picnic tables on the north side of the open space tract, play equipment internally oriented near the northeast corner of the open space tract, and then three benches surrounding the play equipment space. All of these improvements will be within the site, setback at least 10 feet from the property lines, to provide for some buffering between the usable features and the street. The applicant is proposing to finish the play equipment area with wood chips. These improvements were required by the Planned Development approval (condition of approval #4) subject to the Planning Director's approval, and the Planning Director has approved the type and placement of picnic tables as shown on the landscape plan.

Pedestrian Accessways (on Lot 16 and Multifamily Lot):

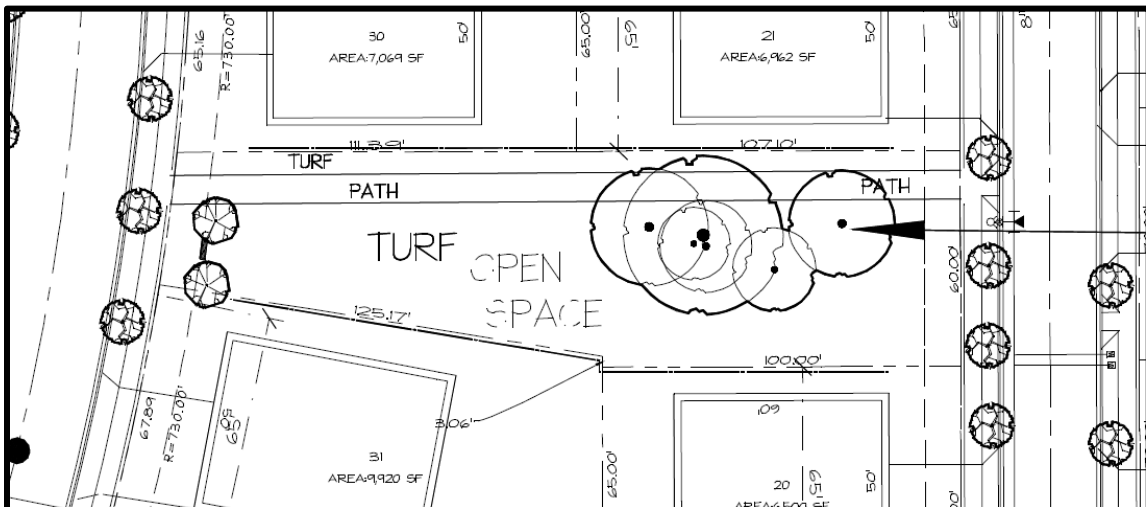


The pedestrian accessways were required by the Planned Development approval (condition of approval #4, #37, and #39) to provide additional pedestrian accessibility within the subdivision and to also connect to other areas outside of the subdivision. The accessway on Lot 16 will provide a pedestrian connection between Montgomery Drive and Hill Road. The applicant is proposing to include a 10 foot wide pathway, and then a planter strip between the pathway and the buildable area of Lot 16. The applicant is proposing to improve the planter strip with four evenly spaced Katsura trees and bark dust between the trees.

The other pedestrian accessway will be located on the multifamily site, providing a pedestrian connection between Haun Drive and Baker Creek Road. The landscaping for this pedestrian connection was not shown on the submitted street tree and landscape plan, and therefore will be deferred to and reviewed during the review of the landscape plan for the multifamily site.

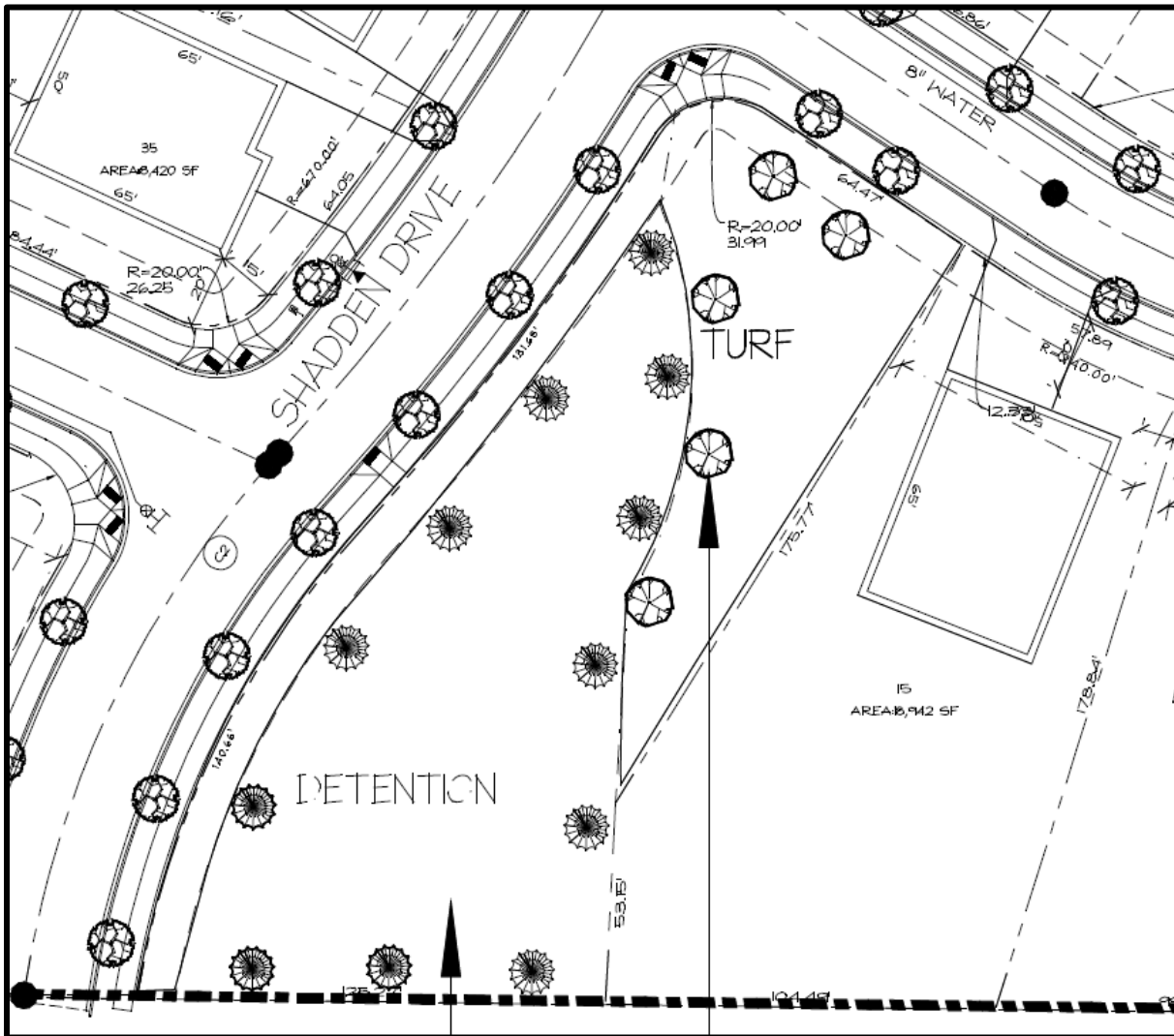
In Baker Creek East, the applicant is proposing the following landscaping:

Open Space and Pedestrian Accessway (Tract A):



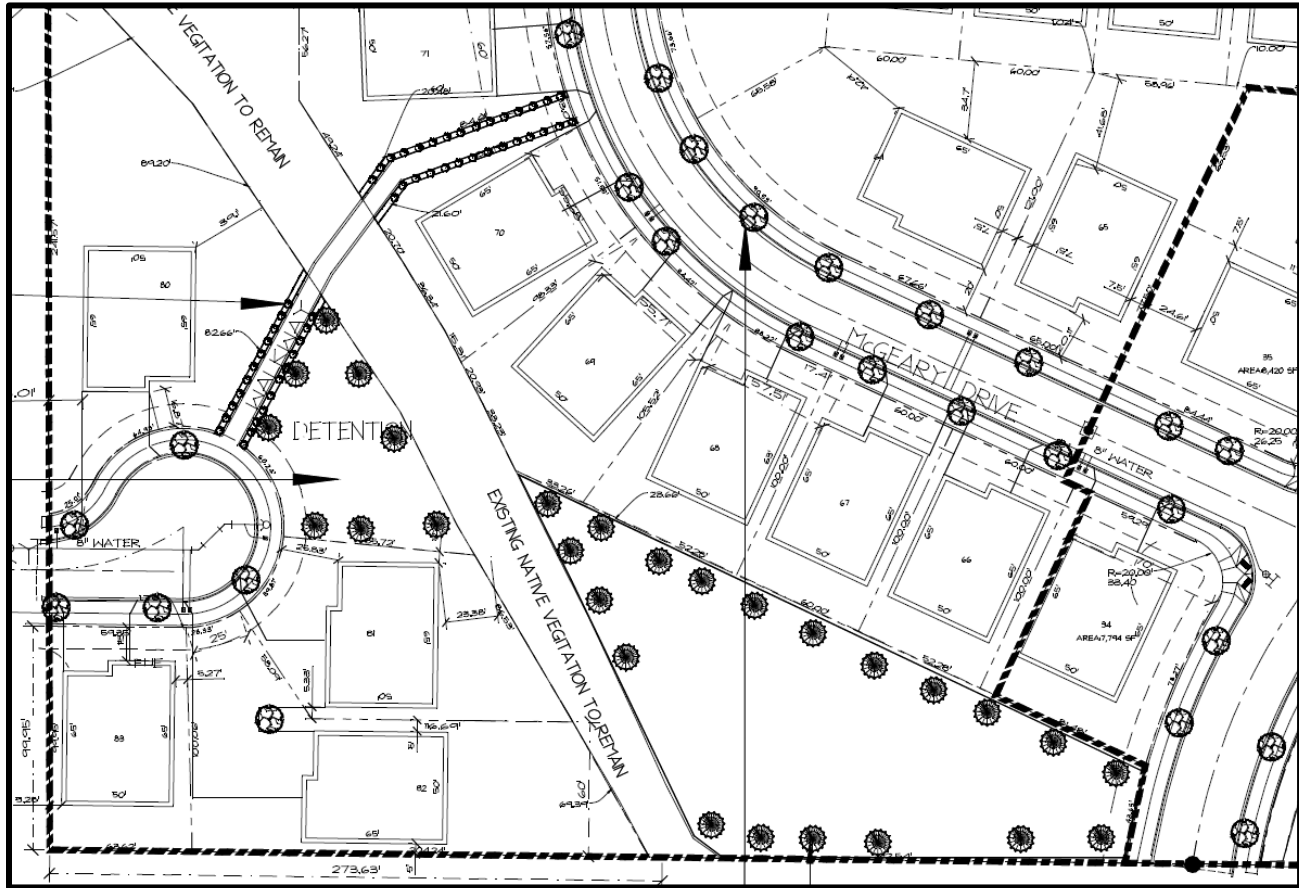
In this open space tract, the applicant is proposing to install a 10 foot wide pathway, and then provide turf for usable open space in the remainder of the open space tract. The applicant is proposing to maintain and preserve some large, existing trees in this location, which will provide some interest and shade in the open space tract. The applicant is also proposing to plant 2 Katsura (*Cercidiphyllum japonicum*) trees along the western perimeter of the open space tract. The Planned Development approval (in condition of approval #39) allowed for the applicant to propose only turf in open space areas that were identified as "open active spaces" in the original Planned Development submittal. The applicant is exercising this option by just proposing to provide open turf area. Staff supports this treatment to provide for some additional usable open space in the Baker Creek East subdivision, given that some of the existing trees will be maintained.

Open Space and Detention Area (Tract B):



This open space tract will include some level area, proposed by the applicant to be just turf, and also a detention area. The applicant is proposing a similar treatment in this detention area as proposed in Baker Creek West, with Excelsa Western Red Cedar (*Thuja plicata* 'Excelsa') trees along the outer perimeter of the detention area and water quality seed mix within the graded detention area.

Detention Area and Pedestrian Accessway (Tract C):



This larger detention area, which includes a detention pond on the southeast corner of the tract near Shadden Drive and a detention pond on the east end of the Snowberry Street cul-de-sac, will primarily be maintained with the existing native vegetation. The detention pond areas will be treated again with Excelsa Western Red Cedar (*Thuja plicata* 'Excelsa') trees along the outer perimeter of the detention areas and water quality seed mix within the graded detention areas. The tract also includes a required pedestrian accessway between Snowberry Street and McGeary Drive. The applicant is proposing a 10 foot pathway through the tract with a slightly narrower bridge over the existing natural drainageway. Along the accessway, the applicant is proposing to install continuous rows of Nootka Rose (*Rosa nutkana*) on each side of the accessway.

Overall, the proposed landscape plan is compatible with the proposed project and the surrounding and abutting properties. The open space areas will be planted with additional trees along the outer perimeter, providing shade and buffering between the open space interiors of the tracts and the street. The turf areas will provide for usable open space for residents of the subdivisions. The detention areas will be improved with larger trees along the upper perimeter of the graded pond areas, and then treated with low maintenance grass mixtures within the graded detention areas. The pedestrian accessways that do not contain adjacent open space or turf areas will be improved with rows of either trees or smaller shrubs to provide additional buffering.

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

Finding: The open space and detention tracts do not include permanent structures, other than the play equipment and picnic tables, so the proposed plantings do not need to screening any specific

structure or use. The open space and detention tracts will be improved with additional trees along the perimeters, which will provide for additional shade and some buffering between the usable open spaces and the adjacent streets.

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

Finding: The applicant is proposing to retain some existing trees in the open space tract in Baker Creek East, and also to maintain the existing vegetation in the existing drainageway through Tract C in Baker Creek East. In other locations, there are not any existing natural areas or vegetation to be retained.

4. The development and use of islands and plantings therein to break up parking areas.

Finding: The open space and detention area tracts do not include any parking areas, so this criteria is not applicable.

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

Finding: Street trees will be installed within the right-of-way adjacent to all of the open space and detention tracts where a planting strip will be created.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas;

Finding: The applicant include specific irrigation plans for the open space tracts, detention areas, pedestrian accessways, and the other common space areas that will be the responsibility of the eventual Homeowner's Association.

- C. All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement. [...]

Finding: A condition of approval will require that all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Chapter 17.58 – Trees

17.58.010 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; 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 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.

Finding: The street tree plan will establish tree cover on new public right-of-way to be dedicated to the City as the multi-family site is developed. The street tree plan as proposed will provide for tree-lined streets within the new residential neighborhood and will enhance the appearance of the City. Conditions of approval have been included to ensure that the planting of the street trees meets all

necessary street tree standards, which will result in the appropriate planting and maintenance of the street trees.

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

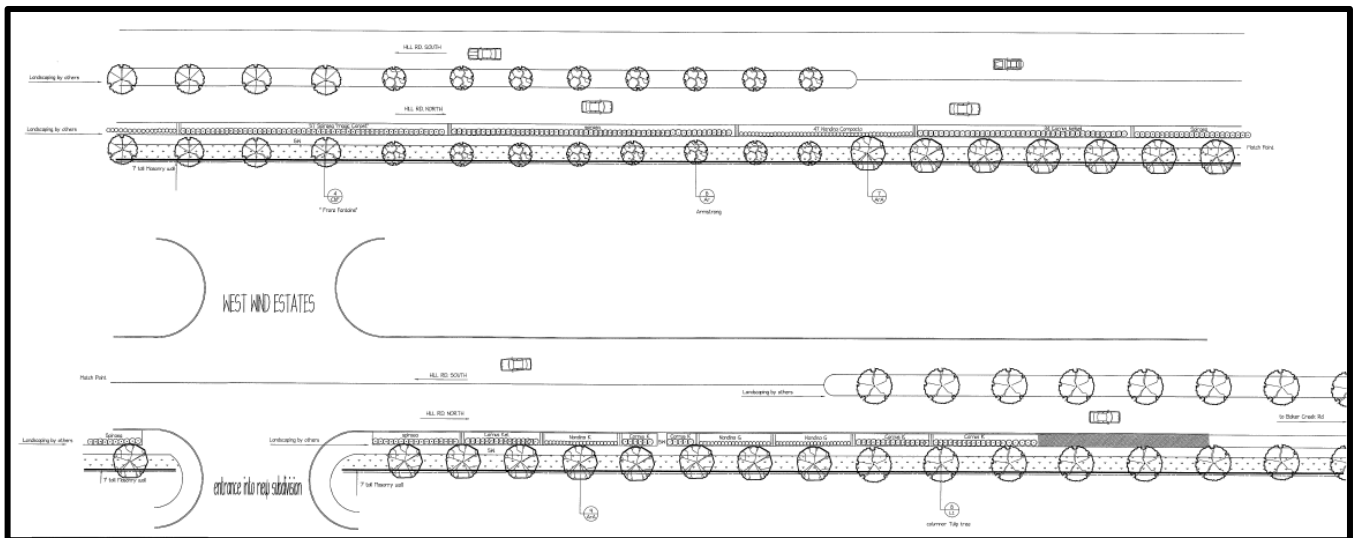
Finding: The street tree plan as proposed will include street trees adjacent to the lots created as part of the subdivision, and the street trees will be installed in a designated curb-side planting strip fronting each new and existing public right-of-way.

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 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.

Finding: The applicant is proposing to install Red Sunset Red Maple (*Acer rubrum* 'Franksred') trees as the street tree species in the Baker Creek West subdivision. The applicant is also proposing to install London Planetree (*Platanus acerifolia* 'Bloodgood') trees as the street tree species in the Baker Creek East subdivision. The Red Sunset Red Maple trees are listed on the McMinnville Street Tree list as approved species, and are considered to be medium sized trees on the McMinnville Street Tree list. The London Planetree species is listed as a conditionally permitted street tree species, and can be approved by the Landscape Review Committee. The other trees being proposed on the street tree and landscape plan will not be located within public right-of-way, and therefore are not considered street trees. The use of the other tree species will be discussed in more detail in the review of the landscaping of the open space and detention tracts further below.

The applicant was proposing to install a continuous row of arborvitae along the western perimeter of the Baker Creek West subdivision adjacent to Hill Road. However, the approval of the Planned Development (in condition of approval #41) included a requirement that "street tree specifications will be provided by the City of McMinnville for Hill Road and Baker Creek Road". In place of the proposed arborvitae, the City developed a street tree plan for this portion of the Baker Creek West subdivision adjacent to Hill Road. The plan includes the installation of a alternating variety of Armstrong Red Maple, Autumn Spire Red Maple, Fastigiata Common Hornbeam, and Tulip trees. These tree species were selected to coincide with the street trees that will be installed in the center of Hill Road as part of the reconstruction of that street. Along Baker Creek Road, the City will require that the existing street trees be retained and continuously maintained. A condition of approval has been included to require this street tree plan be followed for the Hill Road frontage, as described in a memorandum to the developer on May 4, 2018. The street tree plan for the area along the Baker Creek West frontage on Hill Road is provided below:



- 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.

Finding: The street tree plan as provided does not identify the size of the proposed trees. A condition of approval is included to specify that the trees be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. The condition of approval also states that 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.

- 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. [...]

Finding: The Baker Creek West subdivision was approved with variances to lot sizes and allowed for lots with widths of 32 and 40 feet, alternating between those lot widths along each street within the subdivision. The Planned Development also allowed for reduced setbacks on the smaller lots, and the locations of driveways is fairly well defined at this point given the small building areas allowable on the lots. After the addition of utilities and driveways to each lot, the planter strip space left to plant street trees and still meet required setbacks from all adjacent infrastructure is constrained. This was considered during the land use review, and a condition of approval (condition #31) of the Planned Development required that consideration be given to the locations of utilities during the development of the street tree plan, and that the Landscape Review Committee could consider other planting techniques in areas that may be constrained. The developers placed the sanitary sewer laterals serving each lot under the driveways, locating that infrastructure in an area that will be impervious surface and will not introduce another utility that trees must be setback from. The other infrastructure that still creates some conflicts with street tree locations are driveways and water meters.

Based on all of the infrastructure conflicts, the required street tree spacing for medium trees, as the Red Sunset Red Maple (*Acer rubrum* 'Franksred') are described in the McMinville Street Tree List, cannot be achieved in most locations in the Baker Creek West subdivision. The applicant is

proposing to meet the required 30 foot maximum spacing in the areas where there are not utility conflicts, including exterior side yards and planter strips adjacent to open space tracts or detention areas. Where the spacing cannot be achieved in the Baker Creek West subdivision, the applicant is proposing street trees at a spacing of between 35 and 40 feet, which is the smallest spacing possible given the conflicts described above.

In the Baker Creek East subdivision, the lot sizes are larger and the lot widths are more typical of other residential subdivision lots in McMinnville. The lots in the Baker Creek East subdivision range from 60 to 75 feet in width, which leaves a much larger area available for the planting of street trees while still meeting necessary setbacks from infrastructure. With larger potential buildable areas on the Baker Creek East lots, the construction plans for homes will likely be more varied, but driveway locations were finalized during the construction of the street and curb infrastructure.

While there will be constraints based on utilities serving the lots, there are areas where the maximum 30 foot spacing can easily be achieved. The 30 foot spacing will be achievable on the exterior sides of corner lots, and along any of the open space tracts and detention area tracts. A condition of approval has been included to require that the street tree spacing in the Baker Creek East subdivision be no more than 30 feet on the exterior side yard of any corner lot, or along any open space or detention area tract. The condition of approval also requires that street trees be planted at the maximum spacing of 30 feet in any other possible location, to be determined during building permit review.

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

Finding: The subdivision includes local residential streets. The applicant has provided a five (5) foot wide planting strip along all streets within the subdivisions, which is greater than the three (3) foot minimum requirement. The species of street trees being proposed are considered "medium" sized trees in the McMinnville Street Tree List. Medium sized trees require a five (5) foot wide planter strip based on the requirements of the McMinnville Street Tree List, and this is being satisfied with the proposed planter strip.

- 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.

Finding: As discussed above, a condition of approval (condition #31) of the Planned Development required that consideration be given to the locations of utilities during the development of the street tree plan, and that the Landscape Review Committee could consider other planting techniques in areas that may be constrained. In the Baker Creek West subdivision, where there are narrower lots, the applicant is proposing to locate most of the street trees in a roughly 10 foot long planter strip that will be between the driveways on neighboring lots. With the slightly wider driveway approaches on the ends of the driveways, this creates some areas where the street trees will be less than the required five (5) feet from driveway approaches. To address this constrained planting space, a condition of approval has been included to require that root barrier protection be provided around the entire planting strip in these areas between driveways. This condition is warranted given the constrained planting space and will mitigate any future potential impacts to infrastructure required to be maintained by the future property owner. Condition of approval #31 from the Planned

Development approval gave the Landscape Review Committee the ability to require alternative planting techniques, and this additional root barrier protection would be an example of a planting technique that is required based on the constrained planting space created by the dense development pattern.

In some other areas of the Baker Creek West subdivision, the applicant is proposing to place street trees less than 10 feet from water meters in order to decrease the street tree spacing to a distance more consistent with the required maximum street tree spacing standard. A condition of approval has been included to require root barrier protection along the sidewalk and curb sides of the entire five (5) foot wide planting strip and immediately adjacent to the water meter, between the sidewalk and curb, in these locations where the street trees will be less than 10 feet from a water meter. Again, this condition is allowed by condition of approval #31 from the Planned Development approval and is required in order to mitigate for any future potential impacts to infrastructure required to be maintained by the future property owner. Other utilities were identified on the street tree plan for both the Baker Creek West and Baker Creek East subdivisions, and a condition of approval is included to require that the setbacks from utilities be maintained.

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.

Finding: 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. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.

CD:sjs



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

www.mcminnvilleoregon.gov

EXHIBIT 2 - STAFF REPORT

DATE: June 11, 2018
TO: McMinnville Landscape Review Committee
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4B: L 9-18

Report in Brief:

An application for a landscape plan for a new multifamily development (L 9-18) to be reviewed by the Landscape Review Committee.

Background:

The applicant, Premier Development LLC, submitted a landscape plan for a new multifamily development site. The subject site is located at 2501 NE Evans Street, and is more specifically described as Tax Lots 3200 and 3201, Section 16BC, T. 4 S., R. 4 W., W.M. The subject site was recently rezoned from R-2 (Single Family Residential) to R-4 (Multiple-Family Residential) in June 2017 (approved by Ordinance No. 5022). The buildings that previously existed on the site, which included some commercial and storage buildings, have been demolished and the site is proposed to be completely redeveloped with a new apartment complex.

Discussion:

The overall development plan for the site includes the construction of 10 separate buildings throughout the site, each building containing 12 apartment units for a total of 120 units on the site. The subject site can be seen below:

Attachments:

Attachment A – Decision, Conditions of Approval, and Findings of Fact of the McMinnville Landscape Review Committee for Approval of a Landscape Plan for a Multifamily Development Site at 2501 NE Evans Street

Site Reference Map

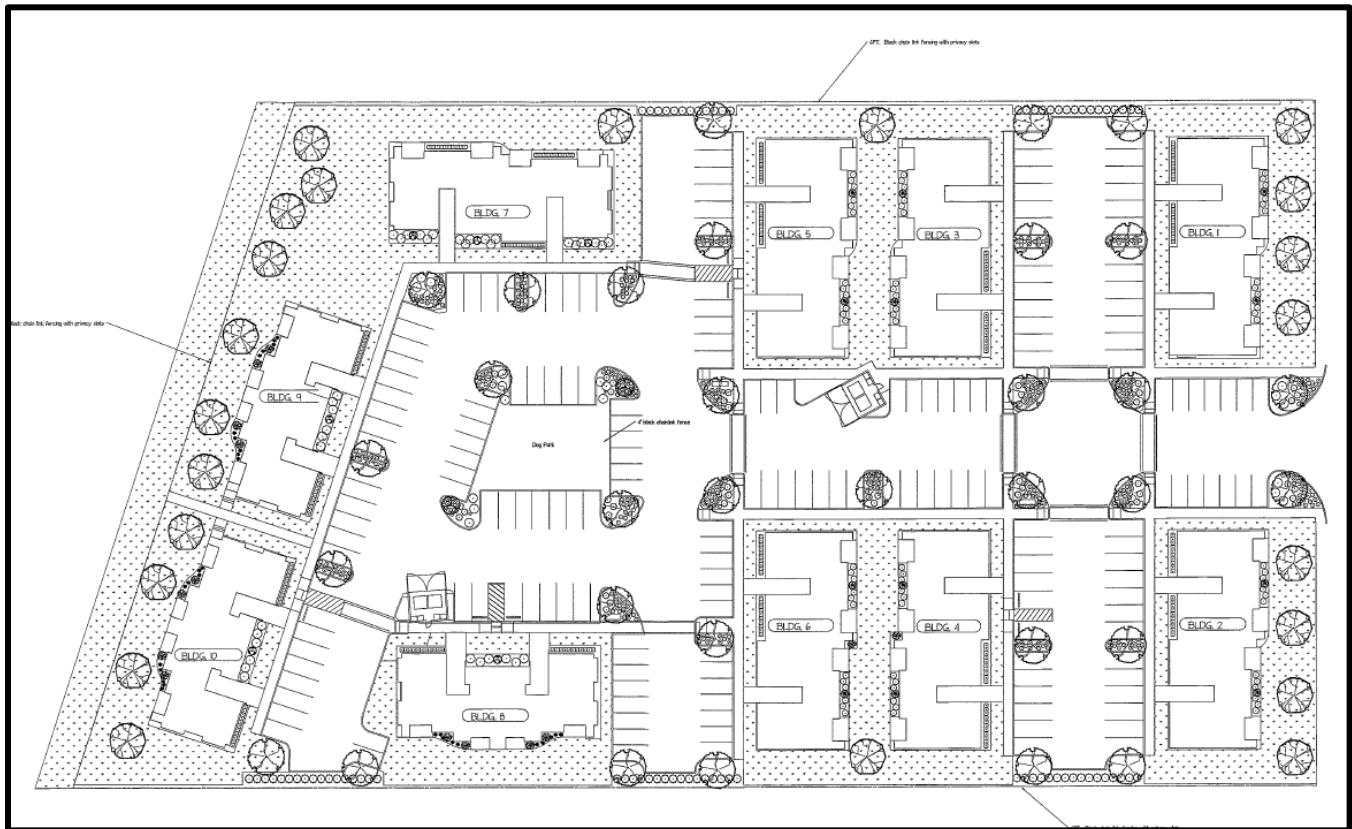


The Landscaping chapter of the McMinnville Zoning Ordinance requires that at least 25 percent of the gross area of a site being developed be landscaped (Section 17.57.050(A) (Area Determination – Planning Factors)). The landscape plan as proposed greatly exceeds those requirements, as about 40 percent of the site is proposed to be landscaped.

The landscaping that is being proposed can be seen below:

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In reviewing a landscape plan, Section 17.57.050(B) (Area Determination – Planning Factors) of the McMinnville Zoning Ordinance requires the Landscape Review Committee to also consider the following factors:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

The landscape plan as proposed includes landscaping throughout the site, with a variety of shade trees, shrubs in planter beds, and open lawn areas to serve as open space. The landscape plan includes the planting of Crimson King Norway Maple (*Acer platanoides* 'Crimson King') along the west and east boundaries of the site, and between some of the apartment buildings. Within the parking areas throughout the site, Autumn Blaze Red Maple (*Acer rubrum* 'Autumn Blaze') trees and Vine Maple (*Acer circinatum*) trees will be planted. This provides for a variety of different tree canopy and color within the site.

Around the apartment buildings, along the foundations in the front and rear and between entrances, the applicant is proposing to plant a variety of shrubs, with some Vine Maple trees interspersed within the shrub beds. The shrubs in these locations include Mexican Orange, Spring Bouquet Viburnum, Rhododendron 'Anah Kruschke', Fragrant Sweet Box, and Little Bunny Fountain Grass.

The planting islands within the parking areas will be planted with an Autumn Blaze Red Maple tree, and also include shrubs and groundcover in the understory. Some of the planting islands include David Viburnum or Spring Bouquet Viburnum, and all of the planting islands are proposed to be filled out with Massachusetts Kinninnick.

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Overall, the proposed landscape plan is compatible with the proposed project and the abutting properties and uses.

2. Screening the proposed use by sight-obscurating, evergreen plantings, shade trees, fences, or combinations of plantings and screens.

Screening of the proposed use was a particular item of emphasis during the review of the zone change for the subject site, as the apartments being proposed are a higher density than the adjacent single family uses to the north and south. To address this, a condition of approval was included on the zone change, as follows:

If the site is developed as multi-family residential, buffering along the northern and southern boundaries of this site shall be required and shall utilize methods for the express purpose of mitigating noise, headlight glare, and visual intrusion from this site onto the neighboring single-family developments located to the north and south of this site and shall include a mix of vertical and horizontal vegetation, fencing and/or berms, but shall not serve as a visual or physical barrier between this development and the surrounding neighborhood. The proposed buffers shall be submitted to the McMinnville Landscape Review Committee for the review and approval prior to the issuance of building permits for this site.

The applicant is proposing to install a 6 foot tall black chain link fence with privacy slats along the entire north, west, and south boundaries of the site. This will provide some visual screening from the adjacent properties, but will not be a complete visual barrier. Where the driving and parking areas are located immediately adjacent to the north and south property lines, the applicant is proposing to install a continuous row of Spring Bouquet Viburnum. This row of shrubs in front of the sight-obscurating fence will provide for additional buffering that will mitigate headlight glare from vehicles. The applicant is also proposing to plant trees along the north and south boundaries of the site. Autumn Blaze Red Maple trees will be planted on the cap of each parking area adjacent to the north and south boundaries. The applicant is then also proposing to install Crimson King Norway Maple trees in a few other locations. However, the overall vegetation along the north and south boundaries, outside of the areas adjacent to parking and driving areas, is somewhat minimal. Staff is suggesting that a condition of approval be added to require additional trees to be planted on the north side of Buildings 1, 3, 5, and 7, and on the south side of Building 2, 4, 6, and 8. The additional trees in these locations will provide the vertical vegetation that was required by the zone change condition of approval, and will assist with visual buffering between the taller apartment buildings and the adjacent single family homes.

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.

The subject site did not include any significant vegetation or natural areas that warranted preservation. The eastern half of the site was completely developed with commercial buildings and gravel or asphalt. The western half of the site was maintained as open field area, without any significant existing trees or natural areas.

4. The development and use of islands and plantings therein to break up parking areas.

The applicant is proposing a significant amount of planting islands within the parking areas throughout the site. The planting islands are evenly spaced throughout and will all include an Autumn Blaze Red Maple tree, and also include shrubs and groundcover in the understory. Some of the planting islands include David Viburnum or Spring Bouquet Viburnum, and all of the planting islands are proposed to be

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filled out with Massachusetts Kinninnick. In no location on the site are there more than 8 consecutive parking spaces without a planting island with vegetation.

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.

There are no street trees proposed for the subject site. The Evans Street corridor has curbside sidewalks throughout the corridor and no planting strip. Section 17.58.080 of the McMinnville Municipal Code only requires street tree planting on new multifamily development sites when the adjacent public right-of-way has a designated curb-side planting strip. While street trees are not required, the applicant is proposing to install a continuous row of Crimson King Norway Maple trees along the eastern boundary of the subject site. These trees will be located only about 10 feet from the east property line, so will still create the effect of street trees close to the sidewalk on Evans Street.

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

The landscape plan includes a note that all lawn and shrub beds will include a design-build automatic irrigation system.

Fiscal Impact:

None.

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.

Recommendation/Suggested Motion:

Based on the findings described above, staff is recommending that the street tree plan be approved with the following conditions:

1. That the applicant shall install landscaping as shown on the landscape plan dated April 30, 2018.
2. That the applicant shall install additional Crimson King Norway Maple (*Acer platanoides* 'Crimson King') trees along the north and south boundaries of the site. Specifically, one (1) additional tree shall be planted on the north side of Building 1, Building 3, and Building 5; two (2) additional trees shall be planted on the north side of Building 7; one (1) additional tree shall be planted on the south side of Building 2, Building 4, and Building 6; and two (2) additional trees shall be planted on the south side of Building 8.

Attachments:

Attachment A – Decision, Conditions of Approval, and Findings of Fact of the McMinnville Landscape Review Committee for Approval of a Landscape Plan for a Multifamily Development Site at 2501 NE Evans Street

3. That the applicant shall maintain proper clearances around the future water and electrical services that will be located on the eastern boundary of the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
4. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE LANDSCAPE REVIEW COMMITTEE APPROVE L 9-18 WITH THE CONDITIONS OF APPROVAL AS RECOMMENDED BY STAFF.

CD:sjs

Attachments:

Attachment A – Decision, Conditions of Approval, and Findings of Fact of the McMinnville Landscape Review Committee for Approval of a Landscape Plan for a Multifamily Development Site at 2501 NE Evans Street



Planning Department

231 NE Fifth Street • McMinnville, OR 97128
(503) 434-7311 Office • (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:

File No. L9-18

Date Received 4-4-18

Fee 145.00

Receipt No. 18MOD60

Received by SP

Landscape Plan Review Application

Applicant Information

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

Applicant Name Premier Development LLC Phone 503-560-8889

Contact Name Lori Zumwalt Phone _____
(If different than above)

Address 1312 NE Highway 99W

City, State, Zip McMinnville, Or 97128

Contact Email Lori.premier@gmail.com

Property Owner Information

Property Owner Name Westvale property Management LLC Phone 503-472-7514
(If different than above)

Contact Name Lori Zumwalt Phone 503-437-0477

Address 1312 NE Hwy 99W

City, State, Zip McMinnville OR 97128

Contact Email loriz.premier@gmail.com

Site Location and Description

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

Property Address 2501 NE Evens St McMinnville, Or 97128

Assessor Map No. R4 416 BC - 03200 Total Site Area 178,707 sq ft

Subdivision _____ Block _____ Lot 3201 and 3200

Comprehensive Plan Designation Res Zoning Designation R4

Landscaping Information

1. Total Landscaped Area: 71,483 sq ft
2. Percent Landscaped: 40%
3. Building Floor Area:
New Structure: _____ Existing Structure: _____ Addition: _____
4. Architect Name Joshua Kearns Phone 971-545-9155
(Landscape Architect, Engineer, or Other Designer)
Contact Name Josh Kearns Phone 503-864-3551
Address 16800 NE McDougall Rd
City, State, Zip Dayton, Or 97128
Contact Email josh@canddlandscape.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.

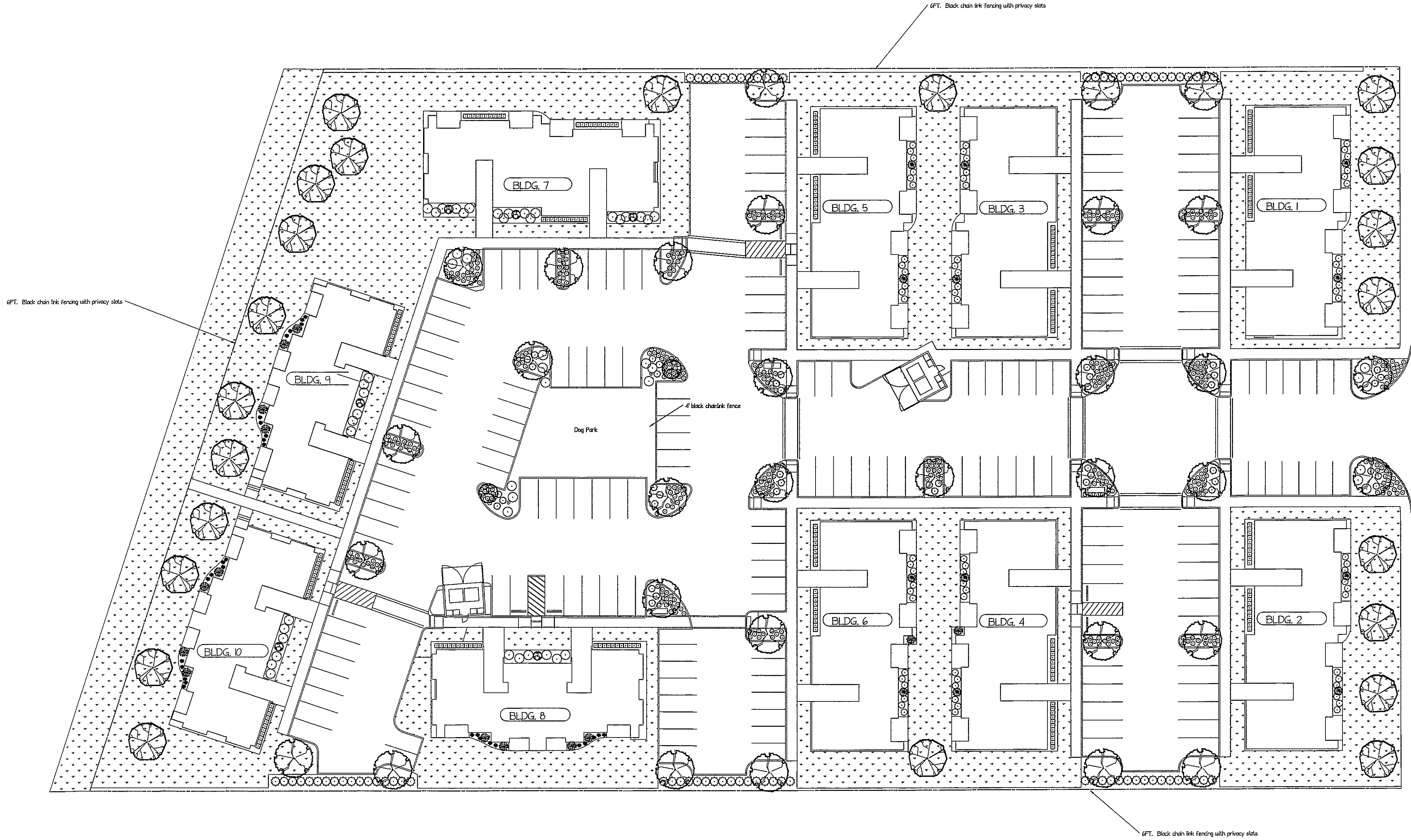
I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.


Applicant's Signature

4/4/18
Date


Property Owner's Signature

4/4/18
Date



Plant Schedule

Trees		
Symbol	Scientific Name	Size/Condition
	Acer Rubrum 'Autumn Blaze'	2' Caliper
	Acer Platanoides 'Vermilion King'	2' Caliper
	Acer Christmanni	5-6" DBH trunk
Shrubs		
	Viburnum tinus 'Spring Bouquet'	5 gal.
	Rhododendron 'Mant Krumboltz'	5 gal.
	Chrysa Bernata	5 gal.
	Viburnum tinus 'Spring Bouquet'	5 gal.
	Wormosora dumalis	3 gal.
	Viburnum dentatum	3 gal.
	Panicleum 'Little Bunchy'	1 gal.
Groundcover:		
	Archontophyton Uno-Lini Pinnatifid	1 gal.
	Perennial Rye Turfgrass seed	
	Dog Park Cedar Chips	

Notes:

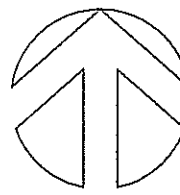
- All lawn and shrub beds to receive design build automatic irrigation system
- All shrub beds to receive 3" of Huslock bark mulch
- Soil preparation to include working in 1 unit of compost per 1000 square feet of lawn
- All 2" Caliper trees to be staked and tied

Evans Street Apartments

SCALE 1" = 20'
DATE 04/29/2026
DRAWING # 2001075

Molokini, Or

C and D Landscape Co.
16900 NE McDougall Rd.
Dayton, OR 97114
503.864.3551



NORTH

Landscape Plan



CITY OF MCMINNVILLE
PLANNING DEPARTMENT
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

503-434-7311
www.mcminnvilleoregon.gov

DECISION, CONDITIONS OF APPROVAL, FINDINGS OF FACT, AND CONCLUSIONARY FINDINGS OF THE MCMINNVILLE LANDSCAPE REVIEW COMMITTEE FOR APPROVAL OF LANDSCAPE PLAN FOR A MULTIFAMILY DEVELOPMENT SITE AT 2501 NE EVANS STREET

DOCKET: L 9-18

REQUEST: The applicant requested the approval of a landscape plan for the development of a new apartment complex. 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.

LOCATION: The property in question is located at 2501 NE Evans Street, and is more specifically described as Tax Lots 3200 and 3201, Section 16BC, T. 4 S., R. 4 W., W.M.

ZONING: The subject site is zoned R-4 (Multiple-Family Residential).

APPLICANT: Premier Development LLC

STAFF: Chuck Darnell, Associate Planner

DATE DEEMED COMPLETE: May 11, 2018

DECISION-MAKING BODY: McMinnville Landscape Review Committee

DATE & TIME: June 11, 2018. Meeting was held at the Community Development Center, 231 NE 5th Street, McMinnville, OR 97128

COMMENTS: This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval. No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

Based on the findings and conclusions, the Landscape Review Committee recommends **APPROVAL** of the landscape plan (L 9-18) **subject to the conditions of approval provided in this document.**

DECISION: APPROVAL WITH CONDITIONS

Date: _____

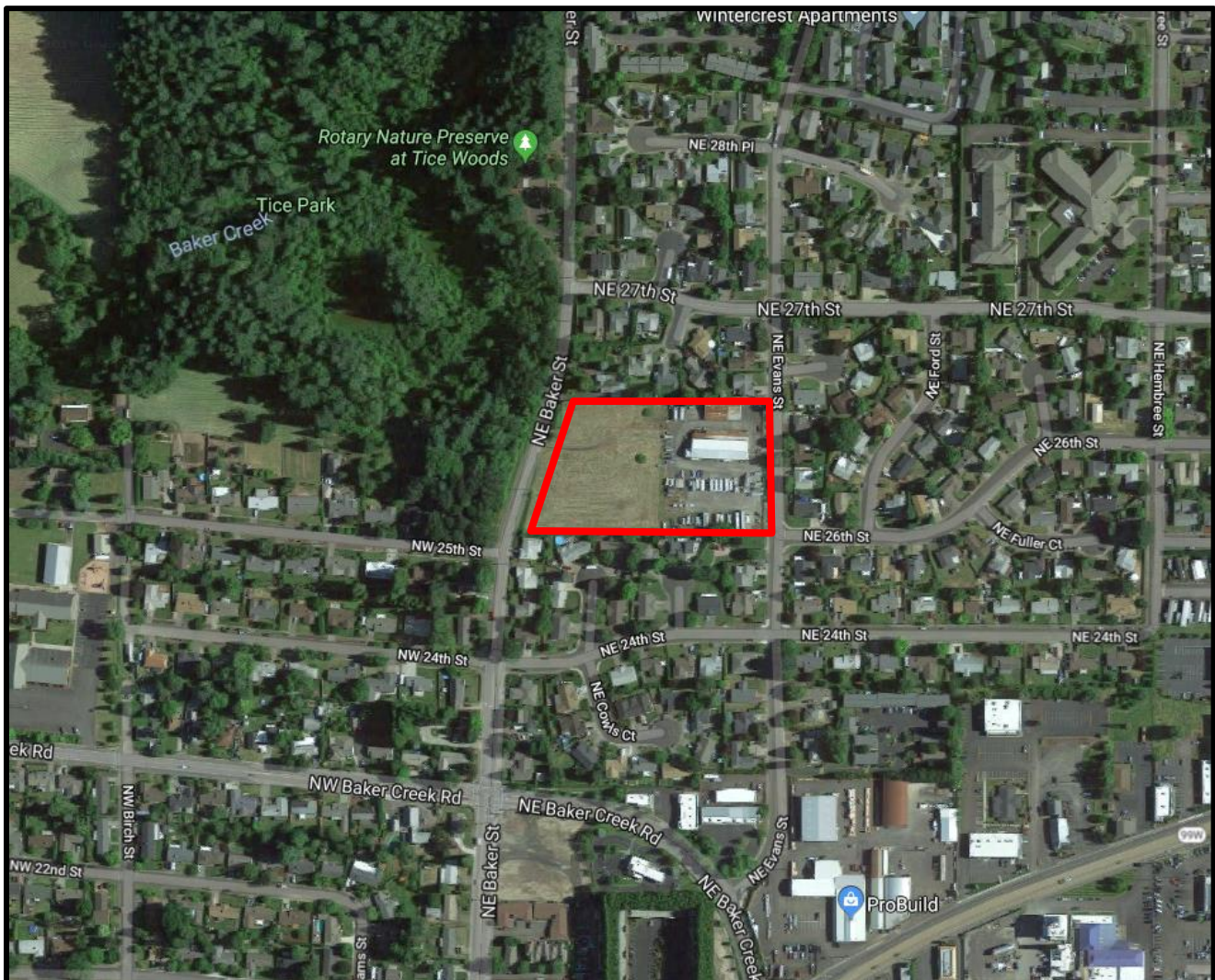
Date: _____

APPLICATION SUMMARY:

The applicant requested the approval of a landscape plan for the development of a new apartment complex. 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.

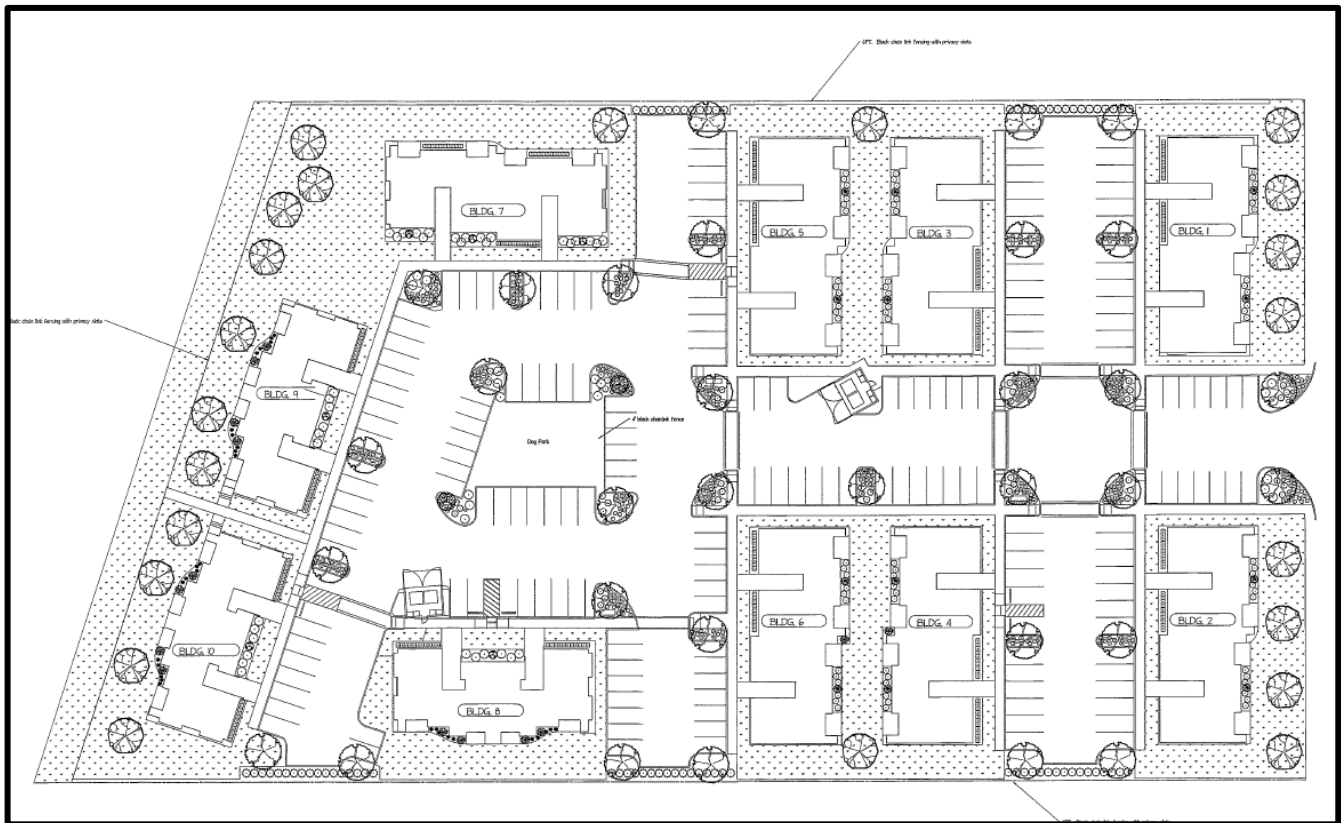
The subject site was recently rezoned from R-2 (Single Family Residential) to R-4 (Multiple-Family Residential) in June 2017 (approved by Ordinance No. 5022). The buildings that previously existed on the site, which included some commercial and storage buildings, have been demolished and the site is proposed to be completely redeveloped with a new apartment complex. The overall development plan for the site includes the construction of 10 separate buildings throughout the site, each building containing 12 apartment units for a total of 120 units on the site.

A map of the subject site is provided below:



Attachments:
Attachment 1 – Application for Landscape Plan Review

The landscaping being proposed can be seen below:



CONDITIONS OF APPROVAL

L 9-18 is **approved** subject to the following conditions:

1. That the applicant shall install landscaping as shown on the landscape plan dated April 30, 2018.
2. That the applicant shall install additional Crimson King Norway Maple (*Acer platanoides* 'Crimson King') trees along the north and south boundaries of the site. Specifically, one (1) additional tree shall be planted on the north side of Building 1, Building 3, and Building 5; two (2) additional trees shall be planted on the north side of Building 7; one (1) additional tree shall be planted on the south side of Building 2, Building 4, and Building 6; and two (2) additional trees shall be planted on the south side of Building 8.
3. That the applicant shall maintain proper clearances around the future water and electrical services that will be located on the eastern boundary of the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.

Attachments:

Attachment 1 – Application for Landscape Plan Review

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

ATTACHMENTS

1. Application for Landscape Plan Review (on file with the Planning Department)

COMMENTS

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval.

FINDINGS OF FACT

1. Premier Development LLC submitted a landscape plan review application to install landscaping on the site of a new multifamily development site at 2501 NE Evans Street. The property is more specifically described as Tax Lots 3200 and 3201, Section 16BC, T. 4 S., R. 4 W., W.M.
2. The site is currently designated as Residential on the McMinnville Comprehensive Plan Map, and is zoned R-4 (Multiple-Family Residential).
3. This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval
4. A public meeting was held by the Landscape Review Committee on June 11, 2018 to review the application and proposed landscape plan. No comments in opposition were provided by the public prior to the public meeting.

CONCLUSIONARY FINDINGS:

McMinnville's Comprehensive Plan:

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

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.

Finding: Goal X 1 and Policy 188.00 are satisfied in that 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 hearing. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

McMinnville's City Code:

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) are applicable to the request:

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. [...]

Finding: The landscape plan as proposed would enhance the appearance of the city and will benefit the economic, ecological, and aesthetic environment of the city. The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below.

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);

Finding: The subject site is zoned R-4 (Multiple-Family Residential), and landscaping is being proposed as required.

17.57.050 Plans—Submittal and review—Approval—Time limit for completion.

- 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;

Finding: The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below. Modifications as required by the conditions of approval will be discussed with the applicant and agreed to prior to the issuance of a building permit.

17.57.070 Area Determination—Planning factors.

- A. Landscaping shall be accomplished within the following ranges:
 - 3. Multiple-family, twenty-five percent of the gross area. [...]

Finding: The landscape plan as proposed greatly exceeds the landscaping percentage requirements for multiple-family, as about 40 percent of the site is proposed to be landscaped.

- B. The following factors shall be considered by the applicant when planning the landscaping in order to accomplish the purpose set out in Section 17.57.010. The Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:
 - 1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

Finding: The landscape plan as proposed includes landscaping throughout the site, with a variety of shade trees, shrubs in planter beds, and open lawn areas to serve as open space. The landscape plan includes the planting of Crimson King Norway Maple (*Acer platanoides* 'Crimson King') along the west and east boundaries of the site, and between some of the apartment buildings. Within the parking areas

Attachments:

Attachment 1 – Application for Landscape Plan Review

throughout the site, Autumn Blaze Red Maple (*Acer rubrum* ‘Autumn Blaze’) trees and Vine Maple (*Acer circinatum*) trees will be planted. This provides for a variety of different tree canopy and color within the site.

Around the apartment buildings, along the foundations in the front and rear and between entrances, the applicant is proposing to plant a variety of shrubs, with some Vine Maple trees interspersed within the shrub beds. The shrubs in these locations include Mexican Orange, Spring Bouquet Viburnum, Rhododendron ‘Anah Kruschke’, Fragrant Sweet Box, and Little Bunny Fountain Grass.

The planting islands within the parking areas will be planted with an Autumn Blaze Red Maple tree, and also include shrubs and groundcover in the understory. Some of the planting islands include David Viburnum or Spring Bouquet Viburnum, and all of the planting islands are proposed to be filled out with Massachusetts Kinninnick.

Overall, the proposed landscape plan is compatible with the proposed project and the abutting properties and uses.

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

Finding: Screening of the proposed use was a particular item of emphasis during the review of the zone change for the subject site, as the apartments being proposed are a higher density than the adjacent single family uses to the north and south. To address this, a condition of approval was included on the zone change, as follows:

If the site is developed as multi-family residential, buffering along the northern and southern boundaries of this site shall be required and shall utilize methods for the express purpose of mitigating noise, headlight glare, and visual intrusion from this site onto the neighboring single-family developments located to the north and south of this site and shall include a mix of vertical and horizontal vegetation, fencing and/or berms, but shall not serve as a visual or physical barrier between this development and the surrounding neighborhood. The proposed buffers shall be submitted to the McMinnville Landscape Review Committee for the review and approval prior to the issuance of building permits for this site.

The applicant is proposing to install a 6 foot tall black chain link fence with privacy slats along the entire north, west, and south boundaries of the site. This will provide some visual screening from the adjacent properties, but will not be a complete visual barrier. Where the driving and parking areas are located immediately adjacent to the north and south property lines, the applicant is proposing to install a continuous row of Spring Bouquet Viburnum. This row of shrubs in front of the sight-obscuring fence will provide for additional buffering that will mitigate headlight glare from vehicles. The applicant is also proposing to plant trees along the north and south boundaries of the site. Autumn Blaze Red Maple trees will be planted on the cap of each parking area adjacent to the north and south boundaries. The applicant is then also proposing to install Crimson King Norway Maple trees in a few other locations. However, the overall vegetation along the north and south boundaries, outside of the areas adjacent to parking and driving areas, is somewhat minimal. Staff is suggesting that a condition of approval be added to require additional trees to be planted on the north side of Buildings 1, 3, 5, and 7, and on the south side of Building 2, 4, 6, and 8. The additional trees in these locations will provide the vertical vegetation that was required by the zone change condition of approval, and will assist with visual buffering between the taller apartment buildings and the adjacent single family homes.

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

Finding: The subject site did not include any significant vegetation or natural areas that warranted preservation. The eastern half of the site was completely developed with commercial buildings and gravel or asphalt. The western half of the site was maintained as open field area, without any significant existing trees or natural areas.

4. The development and use of islands and plantings therein to break up parking areas.

Finding: The applicant is proposing a significant amount of planting islands within the parking areas throughout the site. The planting islands are evenly spaced throughout and will all include an Autumn Blaze Red Maple tree, and also include shrubs and groundcover in the understory. Some of the planting islands include David Viburnum or Spring Bouquet Viburnum, and all of the planting islands are proposed to be filled out with Massachusetts Kinninnick. In no location on the site are there more than 8 consecutive parking spaces without a planting island with vegetation.

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

Finding: There are no street trees proposed for the subject site. The Evans Street corridor has curbside sidewalks throughout the corridor and no planting strip. Section 17.58.080 of the McMinnville Municipal Code only requires street tree planting on new multifamily development sites when the adjacent public right-of-way has a designated curb-side planting strip. While street trees are not required, the applicant is proposing to install a continuous row of Crimson King Norway Maple trees along the eastern boundary of the subject site. These trees will be located only about 10 feet from the east property line, so will still create the effect of street trees close to the sidewalk on Evans Street.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas;

Finding: The landscape plan includes a note that all lawn and shrub beds will include a design-build automatic irrigation system.

- C. All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement. [...]

Finding: A condition of approval will require that all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

CD:sjs



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

www.mcminnvilleoregon.gov

EXHIBIT 3 - STAFF REPORT

DATE: June 11, 2018
TO: McMinnville Landscape Review Committee
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4C: L 13-18

Report in Brief:

An application for a landscape plan for the renovation of an existing single family home into commercial space (L 13-18) to be reviewed by the Landscape Review Committee.

Background:

The applicant, John Mead on behalf of Henry Clay Holding Company, submitted a landscape plan for the renovation of an existing single family home into commercial space. The subject site is located at 435 NE Johnson Street, and is more specifically described as Tax Lot 1600, Section 21BD, T. 4 S., R. 4 W., W.M. The subject site is located within the Northeast Gateway Planned Development Overlay district (Ordinance No. 4971). The property and building in question is listed on the McMinnville Historic Resources Inventory as a Contributory historic resource (Resource Number C804). The building, which was constructed as a single family home, is estimated to have been constructed in 1912.

Discussion:

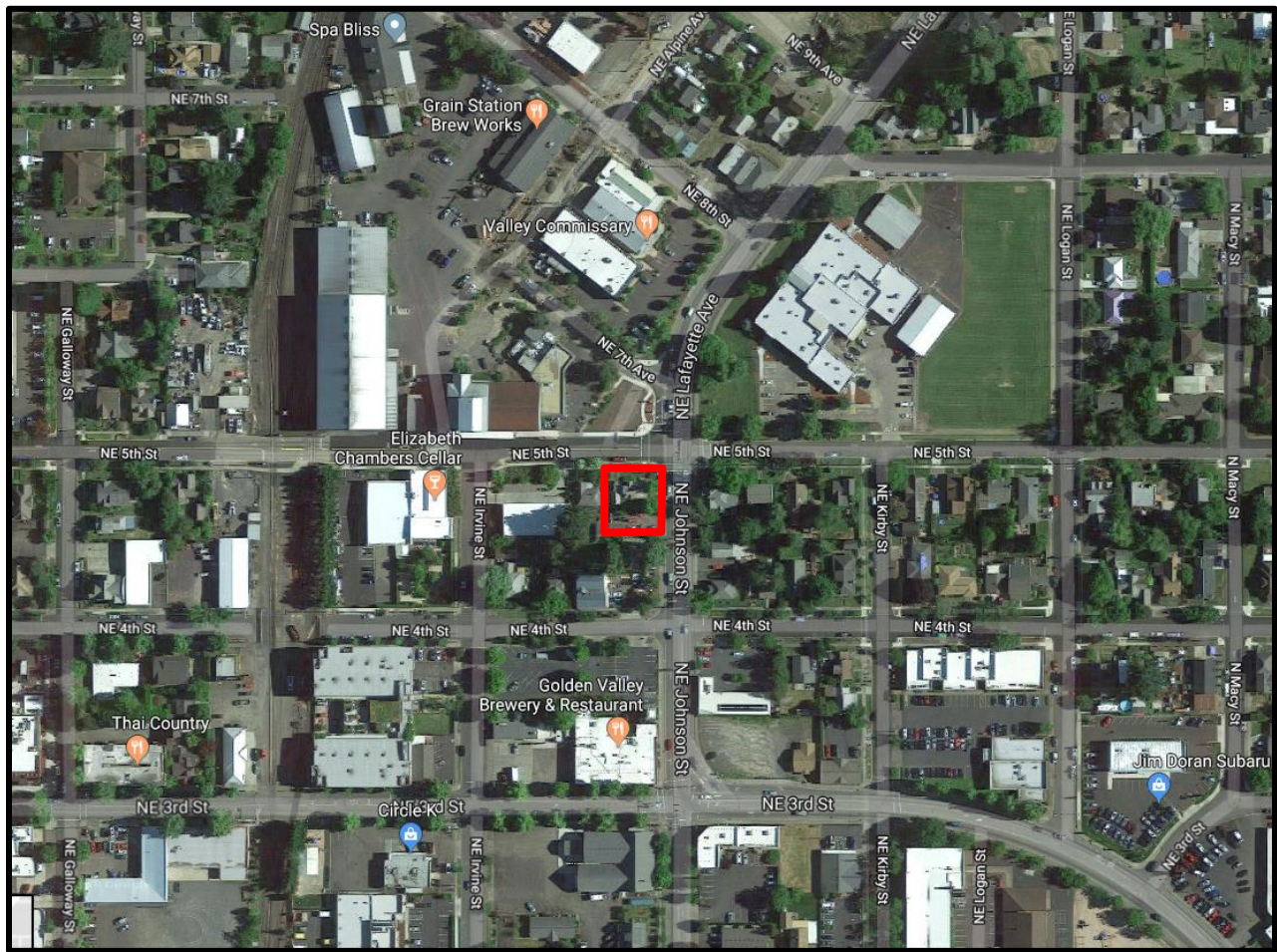
The overall development plan for the site includes the repair and replacement of façade materials, window replacement, and redesign of the existing parking lot. The existing building will be basically maintained in its existing and historic form and character. The applicant had also applied for Northeast Gateway Planned Development Overlay district design review, and the preservation of the existing historic resource was how they proposed to meet the required Northeast Gateway development standards.

The current location of the subject site is identified below:

Attachments:

Attachment A – Decision, Conditions of Approval, and Findings of Fact of the McMinnville Landscape Review Committee for Approval of a Landscape Plan for the Renovation of a Single Family Home into Commercial Space at 435 NE Johnson Street

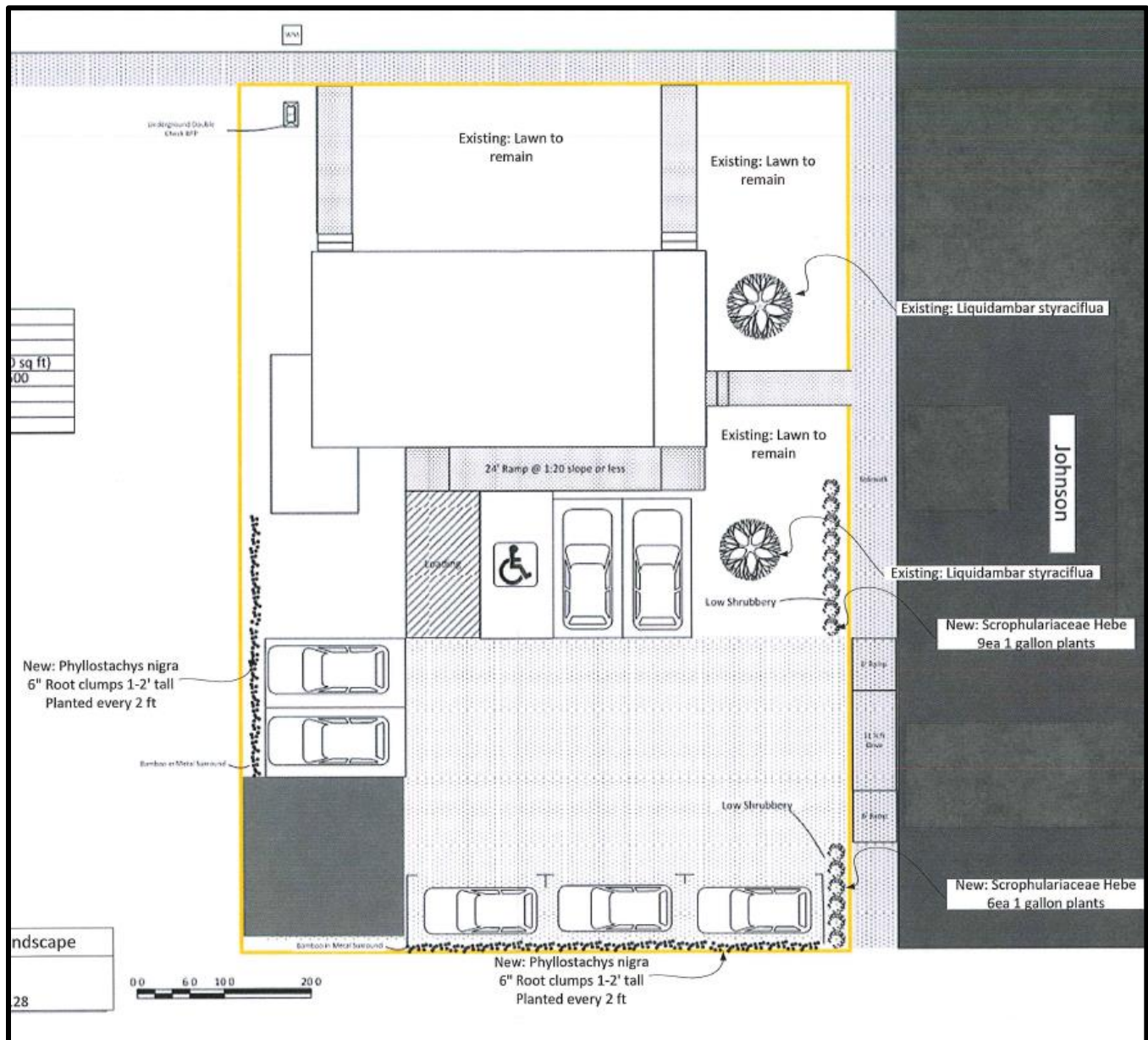
Site Reference Map



The landscaping that is being proposed can be seen below:

Attachments:

Attachment A – Decision, Conditions of Approval, and Findings of Fact of the McMinnville Landscape Review Committee for Approval of a Landscape Plan for the Renovation of a Single Family Home into Commercial Space at 435 NE Johnson Street



In reviewing a landscape plan, Section 17.57.050(B) (Area Determination – Planning Factors) of the McMinnville Zoning Ordinance requires the Landscape Review Committee to also consider the following factors:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

The landscape plan as proposed includes new landscaping only around the perimeter of the parking area on the south side of the site. The existing parking area is gravel and unimproved, and is proposed to be paved and updated as part of the redevelopment of the site. The applicant is proposing to install continuous rows of low-growing shrubs along the perimeters of the newly paved parking areas. This type of landscaping is required by the Northeast Gateway Planned Development Overlay district development standards, which will be described in more detail below.

Attachments:

Attachment A – Decision, Conditions of Approval, and Findings of Fact of the McMinnville Landscape Review Committee for Approval of a Landscape Plan for the Renovation of a Single Family Home into Commercial Space at 435 NE Johnson Street

On other areas of the site, the applicant is proposing to maintain the existing open space and lawn areas. Also, there are two existing trees on the eastern portion of the site between the existing building and the public sidewalk on Johnson Street. These two trees are identified on the landscape plan as American Sweetgum (*Liquidambar styraciflua*) trees.

Overall, the proposed landscape plan is compatible with the proposed project and the abutting properties and uses.

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

Screening of the parking area proposed to be updated is being achieved through the installation of continuous rows of low-growing shrubs along the perimeters of the newly paved parking areas. This type of landscaping is required by the Northeast Gateway Planned Development Overlay district development standards, which will be described in more detail below.

On the west and south sides of the updated parking areas, the applicant is proposing to install Black Bamboo (*Phyllostachys nigra*) in continuous rows within a metal surround. This plant can grow to be taller, up to 20 to 30 feet in height, and will provide for vegetative screening between the new parking areas that are immediately adjacent to neighboring properties.

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.

The applicant is proposing to maintain the existing open space and lawn areas. Also, there are two existing trees on the eastern portion of the site between the existing building and the public sidewalk on Johnson Street. These two trees are identified on the landscape plan as American Sweetgum (*Liquidambar styraciflua*) trees. A photo of the existing trees that will be retained can be seen below:

Attachments:

Attachment A – Decision, Conditions of Approval, and Findings of Fact of the McMinnville Landscape Review Committee for Approval of a Landscape Plan for the Renovation of a Single Family Home into Commercial Space at 435 NE Johnson Street



4. The development and use of islands and plantings therein to break up parking areas.

The applicant is not proposing any planting islands within the parking areas. The parking areas proposed are relatively small, with groups of only two or three parking spaces in three different locations around the driving aisle. Therefore, there is not an overly large area of parking spaces that need to be broken up with planting islands. The perimeter plantings being proposed along the updated parking areas will provide for buffering of the parking areas from the public right-of-way and sidewalk along Johnson Street, which will break up the parking areas from those public spaces.

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.

There are no street trees proposed for the subject site. The Johnson Street corridor has curbside sidewalks throughout the corridor and no planting strip. Section 17.58.080 of the McMinnville Municipal Code only requires street tree planting on new commercial development sites when the adjacent public right-of-way has a designated curb-side planting strip. While street trees are not required, the applicant is proposing to maintain two American Sweetgum (*Liquidambar styraciflua*) trees along the eastern boundary of the subject site. These trees are located only about 8 feet from the east property line, so will still create the effect of street trees close to the sidewalk on Johnson Street.

Attachments:

Attachment A – Decision, Conditions of Approval, and Findings of Fact of the McMinnville Landscape Review Committee for Approval of a Landscape Plan for the Renovation of a Single Family Home into Commercial Space at 435 NE Johnson Street

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

The landscape plan does not include any notes about the installation of irrigation in the new planting areas. Therefore, a condition of approval is included to require that some form of suitable watering facility be included in the new planting areas.

As stated above, the subject site is located within the Northeast Gateway Planned Development Overlay district. Ordinance No. 4971 includes additional development standards that must be achieved on sites within the Northeast Gateway district. Specifically, Section 10 of Ordinance No. 4971 regulates landscaping more specifically than the typical landscaping requirements in Chapter 17.57 of the McMinnville Zoning Ordinance. The standards in Section 10 of Ordinance No. 4971 are as follows:

- A. Landscaping shall be provided between the public street right-of-way and the front building line, exclusive of pedestrian walk-ways, patios, plazas, and similar facilities. Such landscaping shall be designed to provide interest to pedestrians and shall be maintained at a height no more than three (3) feet so that it is not site obscuring.

The applicant is proposing to maintain the existing open lawn area and existing trees on the site between the front building line and the 5th Street and Johnson Street right-of-ways. Where new landscaping is proposed, it will be in continuous rows of shrubs along the perimeter of the updated parking areas. The shrubs along the Johnson Street right-of-way are proposed to be Hebe evergreen shrubs (*Scrophulariaceae Hebe*). These are a low growing shrub with flowers, and will not grow to be larger than three feet so they will not be site obscuring.

- B. Off-street parking located behind the building but visible from the public right-of-way shall be screened through the provision of a continuous row of shrubs, or a fence or seating wall, not less than three feet and no more than four feet high.

The updated parking areas on the south side of the site will be screened with the low Hebe evergreen shrubs (*Scrophulariaceae Hebe*), which can grow up to three feet in height and provide for some minimal screening of the parking areas.

- C. Off-street parking areas with 10 (ten) or more parking spaces shall have, at a minimum, internal landscaping designed to visually break up a paved parking area as follows:
1. Landscaped islands and peninsulas shall be evenly distributed throughout all parking areas and separated no more than 60 feet from another. Such islands shall be provided with raised curbs, be a minimum of five feet in width, and shall each contain at least one deciduous tree. To achieve the maximum canopy coverage, all trees shall be non columnar.

There are no off-street parking areas with more than three spaces on the site. Therefore, no internal landscaping islands are required.

Fiscal Impact:

None.

Committee Options:

- 1) **APPROVE** the application, per the decision document provided which includes the findings of fact and conditions of approval.

Attachments:

Attachment A – Decision, Conditions of Approval, and Findings of Fact of the McMinnville Landscape Review Committee for Approval of a Landscape Plan for the Renovation of a Single Family Home into Commercial Space at 435 NE Johnson Street

- 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.

Recommendation/Suggested Motion:

Based on the findings described above, staff is recommending that the street tree plan be approved with the following conditions:

1. That the applicant shall install landscaping as shown on the landscape plan dated April 26, 2018.
2. That suitable watering facilities shall be provided for the new planter areas on the site.
3. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE LANDSCAPE REVIEW COMMITTEE APPROVE L 13-18 WITH THE CONDITIONS OF APPROVAL AS RECOMMENDED BY STAFF.

CD:sjs

Attachments:

Attachment A – Decision, Conditions of Approval, and Findings of Fact of the McMinnville Landscape Review Committee for Approval of a Landscape Plan for the Renovation of a Single Family Home into Commercial Space at 435 NE Johnson Street



Planning Department

231 NE Fifth Street • McMinnville, OR 97128

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

www.ci.mcminnville.or.us

Office Use Only:

File No. 813-18

Date Received 5/1/18

Fee 145⁰⁰

Receipt No. 18P0329

Received by KJ

Landscape Plan Review Application

Applicant Information

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

Applicant Name HENRY CLAY HOLDING COMPANY Phone _____

Contact Name JOHN MEAD Phone 503.560.2263
(If different than above)

Address 109 NW 5TH ST

City, State, Zip McMINNVILLE, OR 97128

Contact Email jmead@cellerridge.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 435 NE JOHNSON ST

Assessor Map No. R4 421 - BD - 001600 Total Site Area 7,000

Subdivision ROWLAND Block _____ Lot _____

Comprehensive Plan Designation Com Zoning Designation C-3

Landscaping Information

1. Total Landscaped Area: ~ 2,500 SF
2. Percent Landscaped: ~ 35%
3. Building Floor Area:
New Structure: Ø Existing Structure: 1597 Addition: Ø
322 - GARAGE
4. Architect Name CELIA RYDE Phone _____
(Landscape Architect; Engineer; or Other Designer)
Contact Name JOHN MEED Phone 503.560.2263
Address 109 NW 5TH ST
City, State, Zip MC MINNIVILLE, OR 97128
Contact Email jmeed@celiaridge.com

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

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

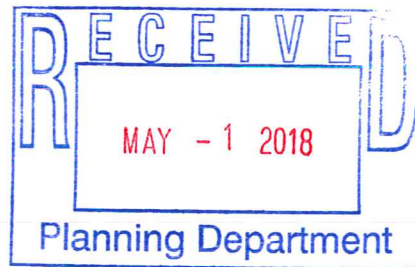
I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.

[Signature]
Applicant's Signature

4/27/2018
Date

[Signature]
Property Owner's Signature

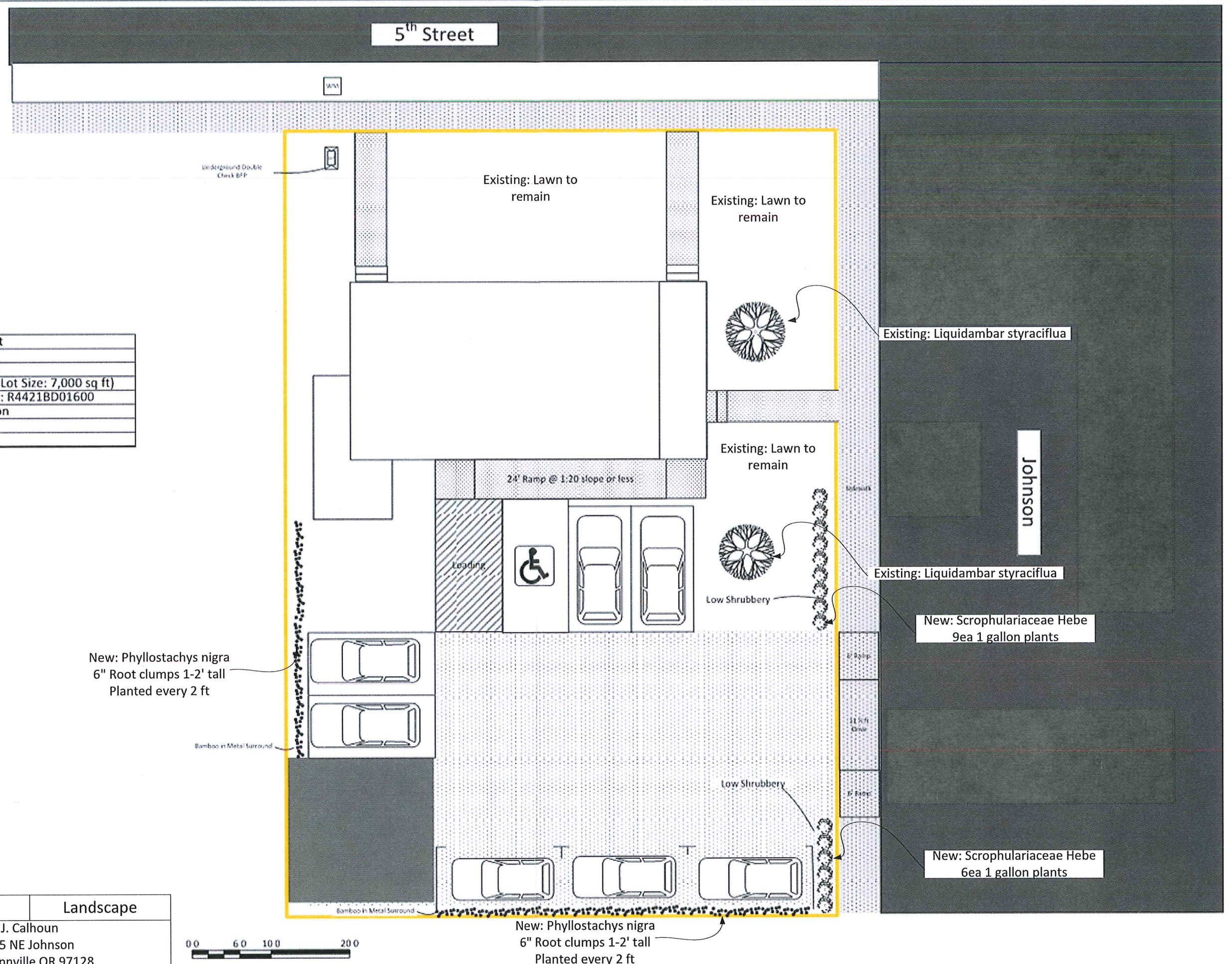
4/27/2018
Date



Main Floor:	1,028 sqft
Second:	569 sqft
Total Office	1597 sqft
Garage:	748 sqft (Lot Size: 7,000 sq ft)
T:05S R: 04W S21 Parcel: R4421BD01600	
Wood frame construction	



4/26/2018	Landscape
J. Calhoun	
435 NE Johnson	
McMinnville OR 97128	





CITY OF MCMINNVILLE
PLANNING DEPARTMENT
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

503-434-7311
www.mcminnvilleoregon.gov

DECISION, CONDITIONS OF APPROVAL, FINDINGS OF FACT, AND CONCLUSIONARY FINDINGS OF THE MCMINNVILLE LANDSCAPE REVIEW COMMITTEE FOR APPROVAL OF LANDSCAPE PLAN FOR THE RENOVATION OF A SINGLE FAMILY HOME INTO COMMERCIAL SPACE AT 435 NE JOHNSON STREET

DOCKET: L 13-18

REQUEST: The applicant requested the approval of a landscape plan for renovation of an existing single family home into commercial space. 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.

LOCATION: The property in question is located at 435 NE Johnson Street, and is more specifically described as Tax Lot 1600, Section 21BD, T. 4 S., R. 4 W., W.M.

ZONING: The subject site is designated as Commercial on the McMinnville Comprehensive Plan Map, is zoned C-3 (General Commercial), and is also located in Zone 1 of the Northeast Gateway Planned Development Overlay District.

APPLICANT: John Mead, on behalf of Henry Clay Holding Company

STAFF: Chuck Darnell, Associate Planner

DATE DEEMED COMPLETE: May 24, 2018

DECISION-MAKING BODY: McMinnville Landscape Review Committee

DATE & TIME: June 11, 2018. Meeting was held at the Community Development Center, 231 NE 5th Street, McMinnville, OR 97128

COMMENTS: This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval. No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

DECISION

Based on the findings and conclusions, the Landscape Review Committee recommends **APPROVAL** of the landscape plan (L 13-18) **subject to the conditions of approval provided in this document.**

DECISION: APPROVAL WITH CONDITIONS

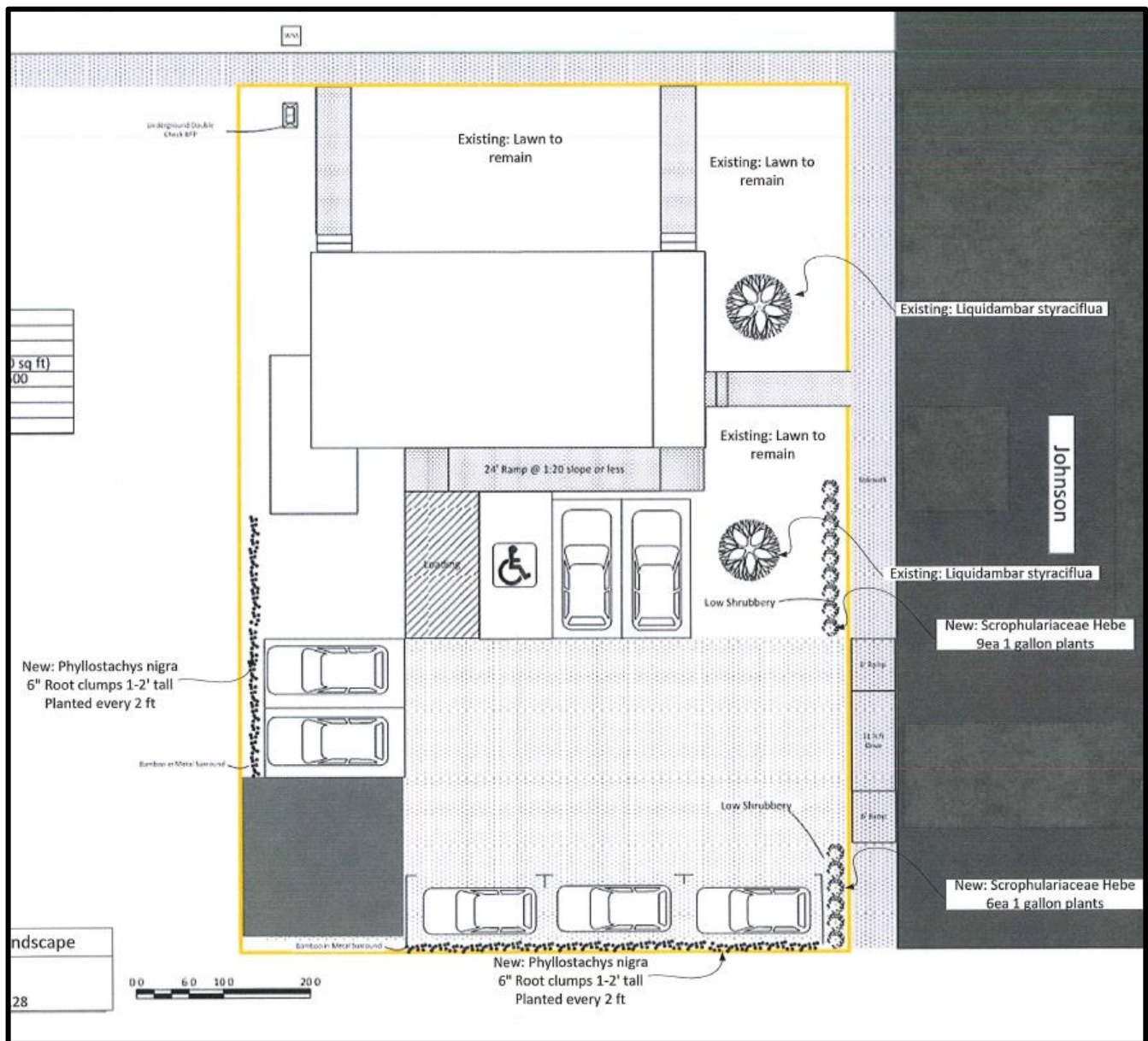
Planning Staff: _____
Chuck Darnell, Associate Planner

Date: _____

Planning Department: _____
Heather Richards, Planning Director

Date: _____

The landscaping being proposed can be seen below:



CONDITIONS OF APPROVAL

L 13-18 is **approved** subject to the following conditions:

1. That the applicant shall install landscaping as shown on the landscape plan dated April 26, 2018.
2. That suitable watering facilities shall be provided for the new planter areas on the site.

Attachments:

Attachment 1 – Application for Landscape Plan Review

3. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

ATTACHMENTS

1. Application for Landscape Plan Review (on file with the Planning Department)

COMMENTS

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval.

FINDINGS OF FACT

1. John Mead, on behalf of Henry Clay Holding Company, submitted a landscape plan review application to install landscaping on the site of an existing single family home that is being renovated into commercial space at 435 NE Johnson Street. The property is more specifically described as Tax Lot 1600, Section 21BD, T. 4 S., R. 4 W., W.M.
2. The site is currently designated as Commercial on the McMinnville Comprehensive Plan Map, is zoned C-3 (General Commercial), and is also located in Zone 1 of the Northeast Gateway Planned Development Overlay District.
3. This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval
4. A public meeting was held by the Landscape Review Committee on June 11, 2018 to review the application and proposed landscape plan. No comments in opposition were provided by the public prior to the public meeting.

CONCLUSIONARY FINDINGS:

McMinnville's Comprehensive Plan:

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

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.

Finding: Goal X 1 and Policy 188.00 are satisfied in that 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 hearing. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

Attachments:

Attachment 1 – Application for Landscape Plan Review

McMinnville's City Code:

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) are applicable to the request:

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. [...]

Finding: The landscape plan as proposed would enhance the appearance of the city and will benefit the economic, ecological, and aesthetic environment of the city. The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below.

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

D. C-3 (General Commercial zone)

Finding: The subject site is zoned C-3 (General Commercial), and landscaping is being proposed as required.

17.57.050 Plans—Submittal and review—Approval—Time limit for completion.

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;

Finding: The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below. Modifications as required by the conditions of approval will be discussed with the applicant and agreed to prior to the issuance of a building permit.

17.57.070 Area Determination—Planning factors.

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

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

Finding: The landscape plan as proposed includes new landscaping only around the perimeter of the parking area on the south side of the site. The existing parking area is gravel and unimproved, and is proposed to be paved and updated as part of the redevelopment of the site. The applicant is proposing to install continuous rows of low-growing shrubs along the perimeters of the newly paved parking areas. This type of landscaping is required by the Northeast Gateway Planned Development Overlay district development standards, which will be described in more detail below.

On other areas of the site, the applicant is proposing to maintain the existing open space and lawn areas. Also, there are two existing trees on the eastern portion of the site between the existing building

Attachments:

Attachment 1 – Application for Landscape Plan Review

and the public sidewalk on Johnson Street. These two trees are identified on the landscape plan as American Sweetgum (*Liquidambar styraciflua*) trees.

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

Finding: Screening of the parking area proposed to be updated is being achieved through the installation of continuous rows of low-growing shrubs along the perimeters of the newly paved parking areas. This type of landscaping is required by the Northeast Gateway Planned Development Overlay district development standards, which will be described in more detail below.

On the west and south sides of the updated parking areas, the applicant is proposing to install Black Bamboo (*Phyllostachys nigra*) in continuous rows within a metal surround. This plant can grow to be taller, up to 20 to 30 feet in height, and will provide for vegetative screening between the new parking areas that are immediately adjacent to neighboring properties.

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

Finding: The applicant is proposing to maintain the existing open space and lawn areas. Also, there are two existing trees on the eastern portion of the site between the existing building and the public sidewalk on Johnson Street. These two trees are identified on the landscape plan as American Sweetgum (*Liquidambar styraciflua*) trees. A photo of the existing trees that will be retained can be seen below:



Attachments:

Attachment 1 – Application for Landscape Plan Review

4. The development and use of islands and plantings therein to break up parking areas.

Finding: The applicant is not proposing any planting islands within the parking areas. The parking areas proposed are relatively small, with groups of only two or three parking spaces in three different locations around the driving aisle. Therefore, there is not an overly large area of parking spaces that need to be broken up with planting islands. The perimeter plantings being proposed along the updated parking areas will provide for buffering of the parking areas from the public right-of-way and sidewalk along Johnson Street, which will break up the parking areas from those public spaces.

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

Finding: There are no street trees proposed for the subject site. The Johnson Street corridor has curbside sidewalks throughout the corridor and no planting strip. Section 17.58.080 of the McMinnville Municipal Code only requires street tree planting on new commercial development sites when the adjacent public right-of-way has a designated curb-side planting strip. While street trees are not required, the applicant is proposing to maintain two American Sweetgum (*Liquidambar styraciflua*) trees along the eastern boundary of the subject site. These trees are located only about 8 feet from the east property line, so will still create the effect of street trees close to the sidewalk on Johnson Street.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas;

Finding: The landscape plan does not include any notes about the installation of irrigation in the new planting areas. Therefore, a condition of approval is included to require that some form of suitable watering facility be included in the new planting areas.

- C. All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement. [...]

Finding: A condition of approval will require that all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Ordinance 4971 – Northeast Gateway Planned Development Overlay District

The following Sections of Ordinance 4971 are applicable to the request:

Section 10 – Landscaping. Landscaping plans are subject to the review and design standards outlined in Chapter 17.57 (Landscaping) of the Zoning Ordinance and as noted below:

All Zones:

- A. Landscaping shall be provided between the public street right-of-way and the front building line, exclusive of pedestrian walk-ways, patios, plazas, and similar facilities. Such landscaping shall be designed to provide interest to pedestrians and shall be maintained at a height no more than three (3) feet so that it is not site obscuring.
- B. Off-street parking located behind the building but visible from the public right-of-way shall be screened through the provision of a continuous row of shrubs, or a fence or seating wall, not less than three feet and no more than four feet high.
- C. Off-street parking areas with 10 (ten) or more parking spaces shall have, at a minimum, internal landscaping designed to visually break up a paved parking area as follows:

Attachments:

Attachment 1 – Application for Landscape Plan Review

1. Landscaped islands and peninsulas shall be evenly distributed throughout all parking areas and separated no more than 60 feet from another. Such islands shall be provided with raised curbs, be a minimum of five feet in width, and shall each contain at least one deciduous tree. To achieve the maximum canopy coverage, all trees shall be non columnar. [...]

Finding: The applicant is proposing to maintain the existing open lawn area and existing trees on the site between the front building line and the 5th Street and Johnson Street right-of-ways. Where new landscaping is proposed, it will be in continuous rows of shrubs along the perimeter of the updated parking areas. The shrubs along the Johnson Street right-of-way are proposed to be Hebe evergreen shrubs (*Scrophulariaceae Hebe*). These are a low growing shrub with flowers, and will not grow to be larger than three feet so they will not be site obscuring. The updated parking areas on the south side of the site will be screened with the low Hebe evergreen shrubs (*Scrophulariaceae Hebe*), which can grow up to three feet in height and provide for some minimal screening of the parking areas. There are no off-street parking areas with more than three spaces on the site. Therefore, no internal landscaping islands are required.

CD:sjs



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

www.mcminnvilleoregon.gov

EXHIBIT 4 - STAFF REPORT

DATE: June 11, 2018
TO: Landscape Review Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 6A: L 27-17

Report in Brief:

A request for a revision to an approved landscape plan (L 27-17) to be reviewed by the Landscape Review Committee.

Background:

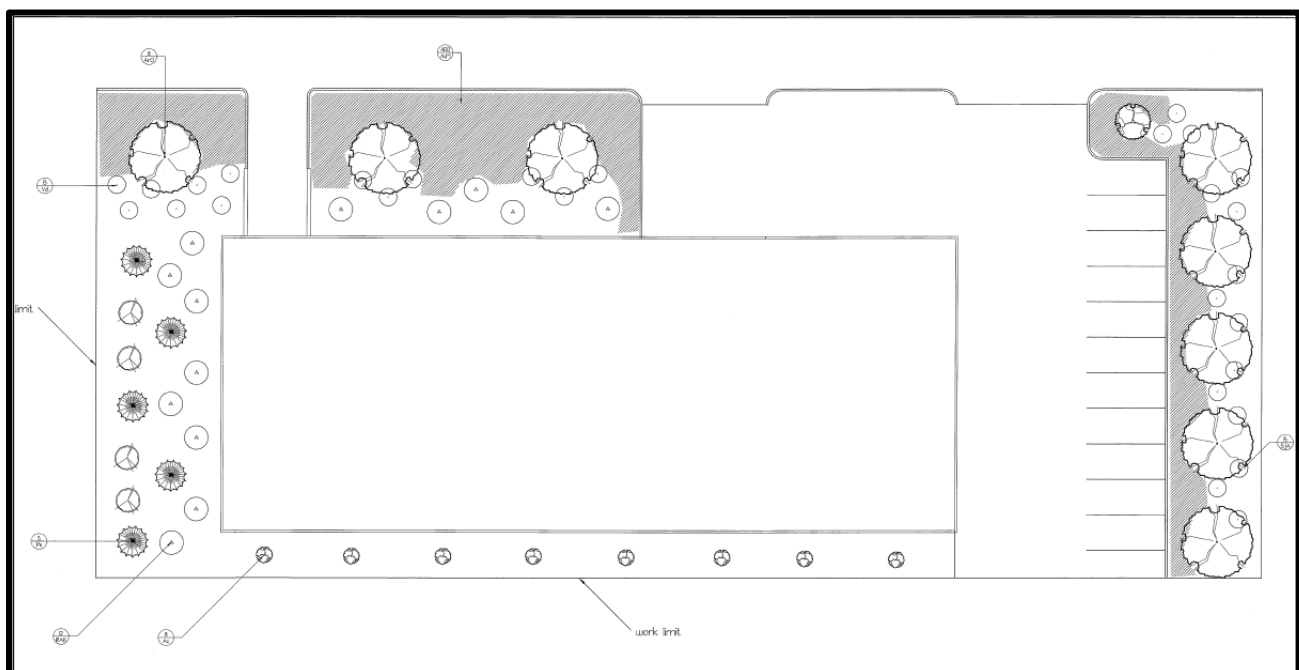
The applicant, Deven Paolo on behalf of Solid Form Fabrication, submitted a landscape plan review application to install landscaping on the site of a new industrial facility located at 2760 NE Rivergate Street. The subject property is more specifically described as Tax Lot 1300, Section 15C, T. 4 S., R. 4 W., W.M. The plan was approved by the Landscape Review Committee, and most of the site's landscaping has now been installed. The applicant has now requested a revision to the landscape plan, to allow for a portion of the previously proposed area of the site to not be landscaped.

Discussion:

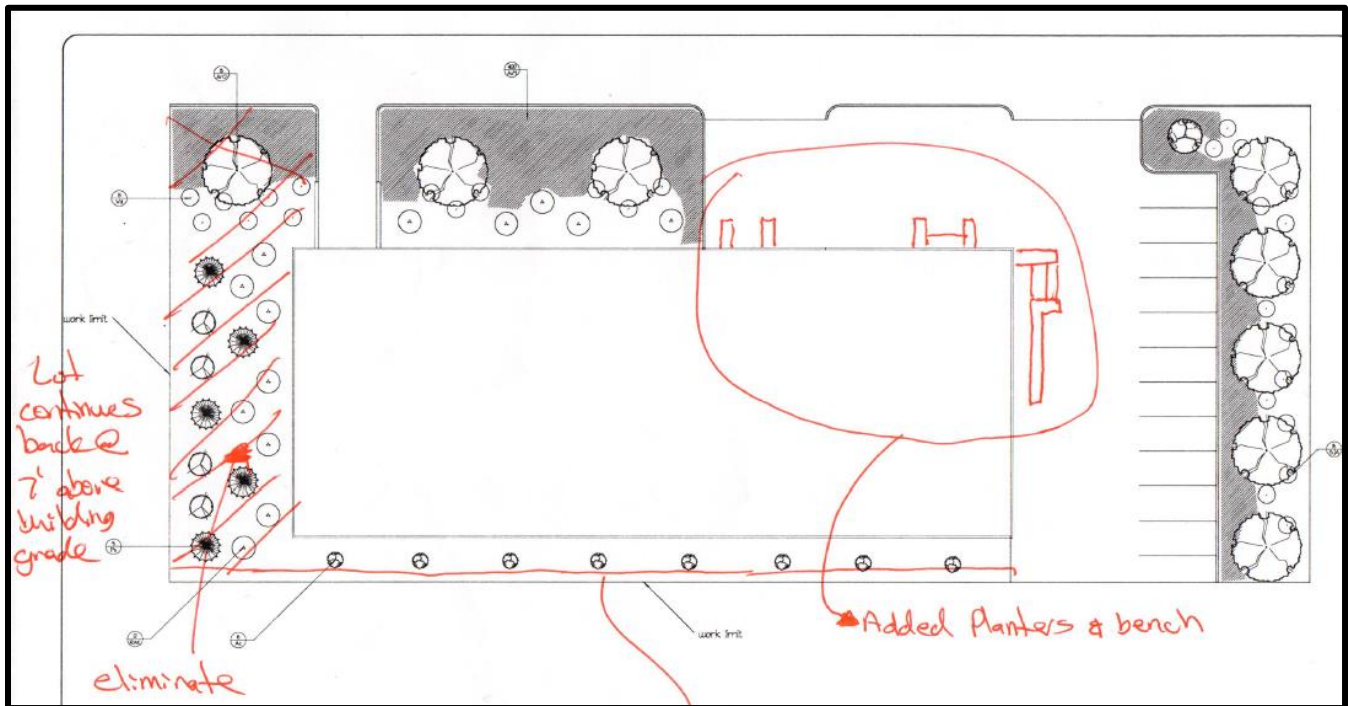
The subject property is zoned M-2 PD (General Industrial Planned Development). The site is now currently developed with an industrial building that houses Solid Form Fabrication, with parking in the front of the building between the building and the street. The site will share access with the existing industrial site (also Solid Form Fabrication) to the west. The subject site can be seen below as a red outlined area:



The landscaping that was approved for the site can be seen below:



The applicant is now requesting that the north portion of the site, behind the building, not be landscaped to allow for future potential expansion of the building and due to the adjacent grade of the surrounding property. The applicant is proposing to not landscape the following area:



Fiscal Impact:

None.

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.

Recommendation/Suggested Motion:

Staff recommends that the Landscape Review Committee review the revision request, and decide whether to allow the revision to the approved landscape plan.

CD

Chuck Darnell

From: Deven Paolo <DevenP@solidformfabrication.com>
Sent: Monday, April 30, 2018 10:48 AM
To: Chuck Darnell
Subject: Revised Landscaping Plan
Attachments: SFF Property 2760 Revised Landscape Plan.pdf; IMG_3679.JPG; IMG_3681.JPG; IMG_3684.JPG

Follow Up Flag: Follow up
Flag Status: Flagged

Chuck,

We would like to revise the landscape plan for the 2760 NE Rivergate project. Attached is a revised landscaping plan removing the rear portion, along with some pictures of the existing conditions.

A few points to note:

1. We've increased the landscaped area in other parts by adding planters and a bench up front.
2. The back area is graveled now.
3. The back area is below grade and there is a fence between us and the neighboring dog kennel.
4. We want to leave that area clear of plants to give us more flexibility for future expansion. The lot continues on past this area and is now a field.

Let me know if you need anything else from us.

Thanks,

Deven Paolo
Solid Form Fabrication
Office: 503-435-1400
Cell: 971-237-7507
www.solidformfabrication.com

1. Eliminate south landscaping to allow for future expansion. Replace with gravel.

Proposed Revised Plan

4-30-2018

* 12,643 square feet of Landscape Area

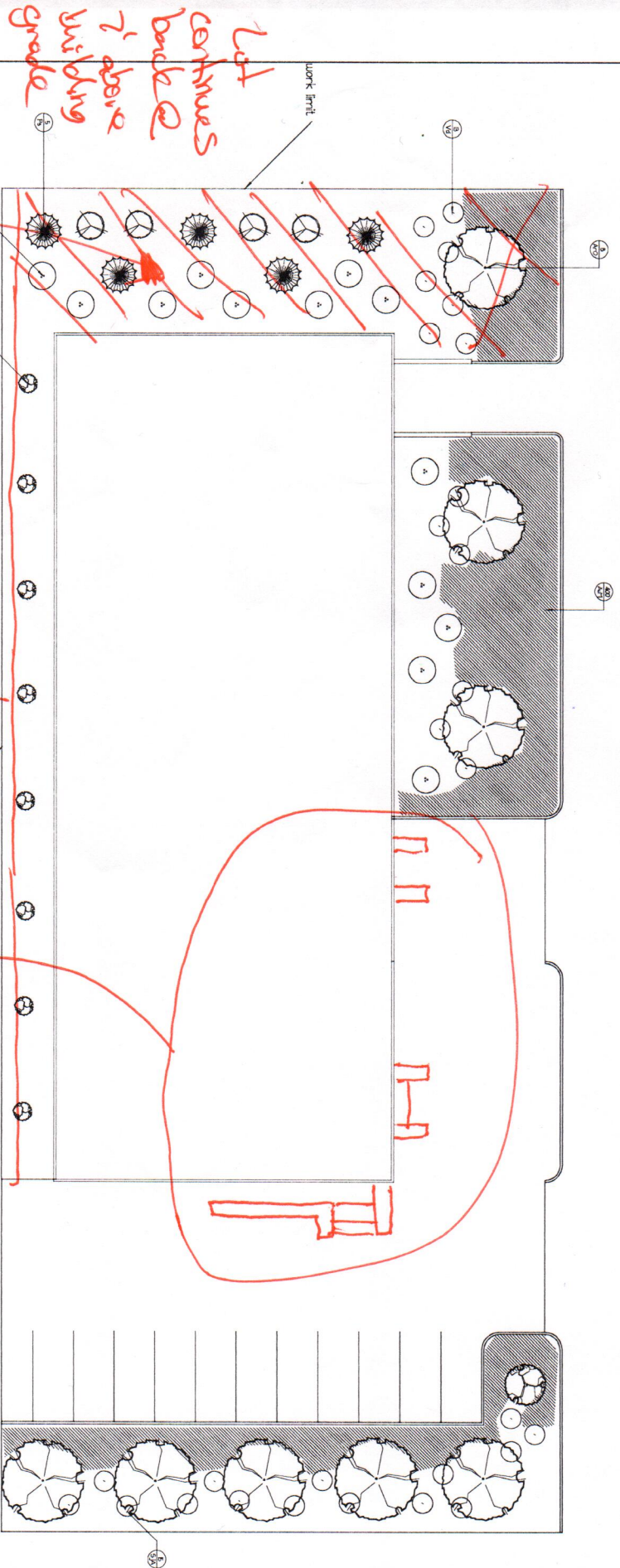
Code	Qty	Plant Name	Common Name	Size/Condition
1	1	Large tree	WEeping White Birch	5 ft
2	1	Large tree	WEeping White Birch	5 ft
3	1	Large tree	WEeping White Birch	5 ft
4	1	Large tree	WEeping White Birch	5 ft
5	1	Large tree	WEeping White Birch	5 ft
6	1	Large tree	WEeping White Birch	5 ft
7	1	Large tree	WEeping White Birch	5 ft
8	1	Large tree	WEeping White Birch	5 ft
9	1	Large tree	WEeping White Birch	5 ft
10	1	Large tree	WEeping White Birch	5 ft
11	1	Large tree	WEeping White Birch	5 ft
12	1	Large tree	WEeping White Birch	5 ft
13	1	Large tree	WEeping White Birch	5 ft
14	1	Large tree	WEeping White Birch	5 ft
15	1	Large tree	WEeping White Birch	5 ft
16	1	Large tree	WEeping White Birch	5 ft
17	1	Large tree	WEeping White Birch	5 ft
18	1	Large tree	WEeping White Birch	5 ft
19	1	Large tree	WEeping White Birch	5 ft
20	1	Large tree	WEeping White Birch	5 ft

Added retaining wall for better transition

Added planter & bench

- * All shrub beds to receive automatic drip irrigation system
- * all shrub beds to receive 2" of herbicide bark mulch
- * all shrub beds to have 3" of compost worked into the top 6" of soil

eliminate



Solid Form Fabrication
McMinnville, Or

SCALE: 1"=10'
DATE: 06/29/11
DRAWING: 2007/066

Landscape Plan

NORTH



C&D Landscape Co.
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Thurston, OR 97148
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