



# MINUTES

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**September 21, 2022**  
**Landscape Review Committee**  
**Regular Meeting**

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

**Members Present:** John Hall, Rob Stephenson, Carlton Davidson, Brain Wicks, and Patty Sorensen

**Members Absent:**

**Staff Present:** Heather Richards – Community Development Director and Jessica Payne – City Councilor

**Guests Present:**

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## 1. Call to Order

The meeting was called to order at 12:04 PM.

## 2. Citizen Comments

No citizen comments.

## 3. Approval of Minutes

- February 16, 2022

Committee member Sorensen motioned and Committee member Stephenson seconded approval of the minutes.

Minutes passed unanimously by a vote of 5 – 0.

## 4. Action Item

- L 12-22: Landscape Plan Review for Wilco Expansion - 2741 OR-99W, Tax Lot R4410C 00102

Community Development Director Richards presented the staff report. Commissioner members had some discussion about the ability of the chosen plants to thrive in the identified locations and asked if there was a way to communicate with the property owner about their concerns.

Director Richards suggested that the committee could not redesign the plan if it met the criteria of the code, but they could certainly write a letter that accompanied the decision document to the

owner expressing their concerns. The committee discussed sending a letter recommending an alternative plant species and less density of planting to the owner with their approval.

Committee member Davidson made a motion to approve the plan with the supplemental letter from the Landscape Review Committee suggesting that John Hall could write the letter. Committee member Sorensen seconded. Motion passed unanimously 5 – 0.

## **5. Discussion Items**

- Discussion items from August 31, 2022 meeting to be discussed at October meeting.

## **6. Committee/Commissioner Comments**

Councilor Payne introduced herself to the committee.

## **7. Staff Comments**

Director Richards informed the committee that Senior Planner Monica Bilodeau had left the City and that she and Senior Planner Tom Schauer would be supporting the committee until such time that the vacancies on the planning team were filled. Director Richards has reached out to the Mid-Willamette Valley Council of Governments to see if Amy Dixon was available to contract for landscape plan review support.

## **8. Adjournment**

The meeting was adjourned at 1:10 PM.