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Planning Department  
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# MINUTES

January 18, 2023  
Landscape Review Committee  
Regular Meeting

12:00 pm  
ZOOM Meeting  
McMinnville, Oregon

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

**Members Absent:**

**Staff Present:** Tom Schauer – Senior Planner, Amy Dixon – Contract Planner, and Jessica Payne – City Councilor

**Guests Present:**

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## 1. Call to Order

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

## 2. Swearing in of New Member

Senior Planner Schauer swore in new Committee Member Jamie Fleckenstein.

## 3. Selection of Chair and Vice-Chair

The Committee selected Committee Member Sorensen for Chair and Committee Member Fleckenstein for Vice Chair.

## 4. Citizen Comments

None

## 5. Approval of Minutes

None

## 6. Action Item

A. L 20-22: Street Tree Removal for Dora Viall, 2354 NW McGarey Dr. (Tax Lot R4418AD 5700)

Senior Planner Schauer explained the application for a tree removal that had already been done due to an emergency water line leak. The applicant requested the tree not be replaced. The sidewalk repair had already been done as well. He discussed the recommended conditions.

Andrew ??, representing the applicant, discussed the work that had been done for the water leakage and sidewalk. Due to the location and density of the utilities and sprinkler system, he requested not replacing the tree.

Committee Member Davidson recommended replacing the tree with a small tree species.

Chair Sorensen clarified there were no concerns from McMinnville Water & Light to replace the tree.

Committee Member Davidson moved to approve L 20-22 with conditions, revising Condition #4 to specify the replacement tree would be a species from the small street tree list. The motion was seconded by Committee Member Hall and passed 5-0.

B. L 21-22: Street Tree Removal for Alfred Moussalli/Glencrest McMinnville LLC, 1500 NE 27th St. (Tax Lot R4416AB 100)

Senior Planner Schauer discussed the application for a tree that had already been removed. Staff recommended replacing the tree at the same location.

Committee Member Davidson noted other trees had been removed in this planter strip, but had not been replaced. Senior Planner Schauer said staff could look into it.

Committee Member Fleckenstein recommended replacing the tree with a medium or large tree from the street tree list.

Committee Member Hall moved to approve L 21-22 with conditions, revising the replacement tree to be a medium or large tree. The motion was seconded by Committee Member Fleckenstein and passed 5-0.

C. L 1-23: Street Tree Removal/Replacement for Wilco, 2741 OR-99W (Tax Lot R4410C 102)

Senior Planner Schauer presented the request to remove two trees, one in proximity to the gas line and the other was lifting the sidewalk. There would be replacement trees in the same locations with the appropriate root barrier.

Committee Member Wicks moved to approve L 1-23 with conditions. The motion was seconded by Committee Member Hall and passed 5-0.

## 7. Discussion Items

- Oak Ridge Meadows Street Tree Substitutions

There was discussion regarding undesirable trees on the list, available varieties, and need for more time to review. This item would be brought back to the next meeting.

- Work Plan

This item would be brought back to the next meeting.

- Code Amendments

This item would be brought back to the next meeting.

**8. Committee Comments**

There was discussion regarding adding a requirement in the code amendments for an irrigation sleeve under the sidewalk. There was also discussion about creating a list of prohibited trees in landscape plans.

Chair Sorensen said there needed to be a process to address trees that had been removed and not replaced. They also needed to be consistent with replacement trees in neighborhoods.

**9. Staff Comments**

None.

**10. Adjournment**

Chair Sorensen adjourned the meeting at 1:22 p.m.