



**City of McMinnville**  
**Planning Department**  
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# MINUTES

**March 15, 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, John Swanson – Senior Planner, and Kellie Menke and Jessica Payne – City Councilors

**Guests Present:**

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## 1. Call to Order

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

## 2. Citizen Comments

None

## 3. Approval of Minutes

- December 21, 2022

Committee Member Sorensen moved to approve the December 21, 2022 minutes. The motion was seconded by Committee Member Wicks and passed 5-0.

## 4. Action Item

- A. L 5-23: Street Tree Removal for Justin Wells, 1600 NE Miller St. (Tax Lot R441503327)

Senior Planner Schauer discussed the street tree removal request. This was an industrial property with frontage on Miller Street. A curb tight sidewalk was required to be built and two trees would be in the footprint of the sidewalk or immediately next to it. The trees would need to be removed and replaced in a different location.

Justin Wells, applicant, noted the replacement trees would be located on the private property. He asked about the tree selection. Senior Planner Schauer said they could be any species on the large street tree list.

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

- B. L 10-23: Street Tree Removal for Cascadia Landscaping, 325 NE Baker Creek Rd. (Tax Lot R4416BC03501)

Senior Planner Schauer reviewed the street tree removal request to remove five trees due to sidewalk uplift issues. He recommended replacement of all five with species from the small street tree list due to the narrow width.

Committee Member Sorensen moved to approve L 10-23 with conditions. The motion was seconded by Committee Member Hall and passed 4-0-1 with Committee Member Wicks abstaining.

- C. L 6-23: Landscape Plan for VVC Investment Fund LLC, 834 NE Alpine Ave. (Tax Lot R4421BA03500)

Senior Planner Schauer said this property was in the NE Gateway District and street improvements would be required with sidewalks and planter areas. There were conditions for the placement of the trees to be away from utilities, stormwater facilities, and the driveway. Also, the trees would be selected from the small street tree list. Staff recommended approval.

There was discussion regarding the stormwater area and selecting a better plant for screening of the parking lot, such as a woody shrub.

Committee Member Wicks moved to approve L 6-23 with conditions as revised to include substitute plants between the parking lot and sidewalk. The motion was seconded by Committee Member Sorensen and passed 5-0.

- D. L 7-23: Landscape Plan for Robert Hayden, 429 SE Baker St. (Tax Lot R4420DA08300)

Senior Planner Schauer discussed the proposed landscape plan. The structure on the property had been destroyed by fire and the non-conforming provisions allowed them to rebuild on the same footprint. There were issues with ADA accessibility which required a ramp. The applicant had used plant material where possible as well as under the elevated elements. They did meet the landscape coverage requirements. They also had to meet new residential standards to include permeable pavement for the walkway. There had been trees on the frontage, but those were removed a long time ago. Staff recommended approval with conditions.

There was discussion regarding additional street trees, garbage enclosure, lighting, and how the plant list was lacking specific species, spacing, and size.

Committee Member Davidson moved to continue L 7-23 for more information. The motion was seconded by Committee Member Hall and passed 5-0.

- E. L 8-23: Landscape Plan for Damian Lillard Toyota, North of 2741 NE Hwy 99W (Tax Lot R4410C00103)

Senior Planner Schauer reviewed the landscape plan for Damian Lillard Toyota. They had discussed how to address the vehicle inventory lots at the last meeting. The Committee direction was flexibility in the planting, allowing the mid-row planting islands to not have trees, however those trees would be planted somewhere else on the site. The end islands would

have smaller stature trees. The revised landscape plan was consistent with the direction of the Committee. The property had a very small amount of street frontage, and this proposal would develop roughly the east half. Staff thought it met the approval criteria and the distribution and number of trees was consistent with the direction. He recommended approval with conditions.

Committee Member Sorensen was concerned about the number of plantings in some areas. She asked about the arborvitae.

Senior Planner Schauer said they would be 30 inches on center.

Committee Member Sorensen said there was a fence there and she wanted to make sure there was space for the planting.

Tim Bower, representing the applicant, said the arborvitae would be six feet tall and would grow to touch each other. They would be planted on the inside of the fence.

Committee Member Davidson questioned putting in Japanese maple. He suggested substituting that for a smaller tree. The red sunset maple around the basketball court might be problematic, and he suggested a more upright red maple selection.

Chair Fleckenstein appreciated the layout and amount of plantings, but agreed the broad canopy in the islands would be problematic. He thought a columnar tree would be better.

There was discussion regarding the timeline for the future building and plantings.

Committee Member Sorensen moved to approve L 8-23 with the option of allowing substitutions as suggested and if the applicant chose to do so it would be reviewed by the Chair. The motion was seconded by Committee Member Wicks and passed 5-0.

## **5. Discussion Items**

None

## **6. Committee Comments**

There was discussion regarding undersized trees, especially those that were an inch and a quarter or less caliper, if applicants were not able to find sources for trees that were approved by the LRC. If substitutions were needed, would it be a staff decision or LRC decision, and how should staff choose the right replacement. There was further discussion to have applicants look for availability before putting them on applications, not planting the same tree on all the streets but planting different varieties, what was reasonable taking increased costs into account, staking and longer maintenance of smaller trees, going through the street tree list to decide what was acceptable to be smaller, clarifying when stakes should be removed, simplifying the process, and minimum planting size.

## **7. Staff Comments**

None

## **8. Adjournment**

Chair Fleckenstein adjourned the meeting at 1:31 p.m.