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Planning Department
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EXHIBIT 1 - MINUTES

July 19, 2017
Landscape Review Committee
Regular Meeting

12:00 pm
Community Development Center
McMinnville, Oregon

Members Present: Rose Marie Caughran, Sharon Gunter, Tim McDaniel, and Rob Stephenson

Members Absent: Josh Kearns

Staff Present: Chuck Darnell – Associate Planner

Guests Present:

1. Call to Order

Chair Stephenson called the meeting to order at 12:00 pm.

2. Citizen Comments – None.

3. Approval of Minutes – None.

4. Action/Docket Item (repeat if necessary)

A. L 21-17 – Landscape Plan

Associate Planner Darnell said this was a revised landscape plan from a plan that was reviewed last month. It was for an industrial site on Lafayette and McDaniel. The Committee had concerns regarding the previous plan that were communicated to the applicant. The applicant had submitted a revised plan to address the concerns. They had changed the species of tree from Japanese Maple to Chinese Pistache which was on the Street Tree List. It was a larger tree with a broader canopy than they had previously proposed. The groundcover was now Dwarf Vinca Minor instead of Lithodora. The planting spacing had been revised and a fence had been added around the entire gravel mechanical yard. However, slats were only proposed for the railroad side. Staff added a condition that slats be installed on the entire fence.

Committee Member Gunter moved to approve L 21-17 with the added condition regarding the slats. Committee Member McDaniel seconded and passed 4-0.

B. L 22-17 – Landscape Plan

Associate Planner Darnell explained the application for the mini-storage facility on Riverside Drive. The applicant was proposing to expand the site and add two additional mini-storage buildings. He would install a long linear planting strip between the two drive aisles similar to the other buildings. This would provide buffering between buildings and would also break up what would be a larger expansive paved area. He proposed to install four Armstrong Red Maple trees along the site's frontage. Hicks Hybrid Yew, gravel walkways, and benches would also be included in this area. There would also be more lawn and a chain link fence. The BPA power lines ran along the eastern edge of the property, and this area was being avoided as structures and tall landscaping were not allowed. There was a condition that the site would be irrigated.

There was discussion regarding how this application met the minimum requirements and that there was a need for an irrigation system.

Committee Member Gunter moved to approve L 22-17. The motion was seconded by Committee Member McDaniel and passed 4-0.

C. L 23-17 – Landscape Plan

Chair Stephenson had helped create this plan and discussed the application. The applicant wanted to put in a black chain link fence that was unslatted to prevent vandalism. They also proposed using Vine Maple, Juniper, and lower shrubs to be able to see the back of the property.

Associate Planner Darnell said they tried to balance the security while screening the site. The Vine Maple, Juniper, and understory shrubs would provide some buffering. The site did slope down which also helped with the buffering from the neighbors. The landscaped area was determined to be in the right-of-way and technically the trees would be street trees. Vine Maple was not on the street tree list, but short trees had to go in due to power lines. The Committee could approve species that were not on the list if there were unique site circumstances. Staff recommended approval of the Vine Maple in this location. The spacing worked for the canopy width. There were conditions of approval related to utilities. Stumps would need to be removed and ground down for all existing Fir trees, fencing would be added, and an irrigation system would be installed. There were street lights on the poles and McMinnville Water and Light noted those. Another condition was to allow adjustment of the Vine Maple to ensure they were at least 20 feet from the street pole. There was a vault about 62 feet east of the end of the existing fence and the trees needed to be adjusted for that as well.

Committee Member Gunter moved to approve L 23-17. The motion was seconded by Committee Member McDaniel and passed 3-0-1 with Chair Stephenson abstaining.

D. L 24-17 – Landscape Plan

Associate Planner Darnell reviewed the application. Currently RB Rubber had employee parking adjacent to the building on a gravel area which was technically right-of-way. Now Alpine Avenue was being reconstructed, something had to be done with that area. The applicant chose to create parking on their site outside of the right-of-way. There was a barbed wire fence on the site with brown slats. The applicant proposed to push the fence out to four feet from the property line to provide screening. Between the fence and the new sidewalk curb a row of planting material would be installed. The proposal was to put in English Laurel which would grow into a continuous hedge. The applicant was not proposing to irrigate it and staff made it clear that the laurel would need to be maintained to ensure it survived.

Chair Stephenson suggested a landscape architect look at the proposal to make sure it fit with what was going in on Alpine.

Committee Member Caughran did not think the fence would be compatible.

Associate Planner Darnell said the barbed wire would be removed and staff would make sure the slats were in good condition. He then discussed the planting plan for the area immediately adjacent to the site.

There was discussion regarding the need for irrigation and the use of laurel as opposed to other species.

Chair Stephenson moved to continue L 24-17 and to direct staff to contact the landscape architect for the Alpine Avenue project to review the materials and to make sure the application was appropriate. The motion was seconded by Committee Member Caughran and passed 4-0.

5. Discussion Items

There was discussion regarding a previously approved application where some Maple trees were approved to be removed by Burger King. There was further discussion regarding whether or not tree removal was required if it was approved by the Committee.

Associate Planner Darnell said if applicants decided not to remove trees after they received approval, staff would not require removal unless it was a public safety hazard.

Discussion ensued regarding other trees that had been removed in the City.

6. Old/New Business – None.

7. Committee/Commissioner Comments – None.

8. Staff Comments

Planning Director Richards thanked the Committee for their work.

9. Adjournment

Chair Stephenson adjourned the meeting at 12:55 p.m.