



City of McMinnville
Planning Department
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MINUTES

July 18, 2018
Landscape Review Committee
Regular Meeting

12:00 pm
Community Development Center
McMinnville, Oregon

Members Present: Rose Marie Caughran, Josh Kearns, and Tim McDaniel
Members Absent: Sharon Gunter and Rob Stephenson
Staff Present: Chuck Darnell – Senior Planner, Jamie Fleckenstein Associate Planner, and Tom Schauer – Senior Planner
Guests Present: Scott Hill –Mayor

1. Call to Order

Committee Member Caughran called the meeting to order at 12:00 p.m.

2. Citizen Comments

None

3. Approval of Minutes

None

4. Action/Docket Item (repeat if necessary)

A. L 18-18 – Landscape Plan

Associate Planner Fleckenstein reviewed the landscape plan to install landscaping on the site of a new commercial shell building with new parking on NE Highway 99. The applicant proposed landscaping around the perimeter and the parking. There were narrow landscape islands in front of the parking to the south and a variety of plants proposed. In the southeast corner there was an area designated to be unirrigated and watered by hand surrounding the parking area and garbage pad. That area would have ornamental grasses and laurels. In the larger strip of parking there would be a variety of shrubs and grasses. In the southwest corner there would be a larger landscape area with two Armstrong Maple trees. There was no proposed landscaping moving up to the western edge of the development between the easement access and proposed parking. In the northwest corner there was an electrical transformer and the applicant proposed adding azaleas and Tiger Eyes there. The applicant also proposed to keep the existing patch of flowers. Along the north side of the building

there would be a variety of plants similar to what was proposed around the parking areas such as grasses, azaleas, and evergreens. Along the northeast corner, an existing tree would be preserved. The applicant further noted that all the areas would be irrigated except for the southeast corner. The application met the minimum 9% landscaping.

Committee Member Kearns wanted to make sure the applicant would be planting at least 2 inch caliper trees.

Committee Member Caughran thought there needed to be more plantings along the east side.

Associate Planner Fleckenstein recommended continuing the application so the applicant could provide clarification on the plant species, installation size, re-specifying the plants based on the size of the planter beds, and breaking up the parking on the west side with landscaping.

Committee Member McDaniel would like to see more native plants being used, especially in the non-irrigated area.

There was discussion regarding whether what was proposed on the southern planting strip would provide enough screening between this use and the adjacent use and if the planter strip size was appropriate.

Committee Member McDaniel moved to continue L 18-18 so the applicant could provide the size of the plants at installation, identify all of the proposed species, and increase the width of the planting strip on the south side of the development to a minimum of five feet. The motion was seconded by Committee Member Caughran and passed 3-0.

B. L 19-18 – Landscape Plan

Associate Planner Fleckenstein explained the landscape plan for a new modular building at Memorial Elementary School. The landscaping was proposed for the perimeter of the modular building. On the west side there would be two large Ash trees planted as well as four evergreen shrubs. On the north and east sides there would be alternating groupings of evergreen and deciduous medium height shrubs. Along the south side, the applicant was proposing groupings of Dwarf Laurustinus and Kelsey's Redtwig Dogwood and three small Vine Maple trees. This would match the landscaping of the existing adjacent modular building. It would provide the appropriate screening from the single family residences across the street and to the north across the soccer field. No additional parking was being requested and no street trees were proposed. A full automatic irrigation system would be installed.

Committee Member Kearns recused himself from voting on this application because he was the one landscaping the project. He thought this would look just as nice as the existing modular building.

Senior Planner Darnell clarified schools were normally conditional uses, but the Planning Director determined that this modular was a minor change to the site and did not require a conditional use review if it fit in well with the site and landscaping.

Committee Member Caughran moved to approve L 19-18. The motion was seconded by Committee Member McDaniel and passed 2-0-1 with Committee Member Kearns recused.

5. Discussion Items

There was discussion regarding code enforcement for some projects.

6. Old/New Business

None

7. Committee/Commissioner Comments

None

8. Staff Comments

Associate Planner Fleckenstein introduced himself and new Senior Planner Schauer.

9. Adjournment

Committee Member Caughran adjourned the meeting at 12:40 p.m.