



City of McMinnville
Planning Department
 231 NE Fifth Street
 McMinnville, OR 97128
 (503) 434-7311

www.mcminnvilleoregon.gov

Landscape Review Committee
Community Development Center, 231 NE 5th Street
February 19, 2020
12:00 PM

Committee Members	Agenda Items
Rob Stephenson Chair	1. Call to Order
Sharon Gunter Vice-Chair	2. Citizen Comments
Josh Kearns	3. Approval of Minutes A. August 21, 2019 (Exhibit 1)
Tim McDaniel	4. Action Items A. L 32-19 – Landscape Plan Review (Exhibit 2) 2019 NE Highway 99W
John Hall	B. L 1-20 – Landscape Plan Review (Exhibit 3) NE Alpine Avenue & NE 9 th Street
	C. L 2-20 – Landscape Plan Review (Exhibit 4) 1805/1815 NE Colvin Court
	5. Discussion Items
	6. Old/New Business
	7. Committee Member Comments
	8. Staff Comments
	9. Adjournment

The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Manager (503) 434-7405 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

*Please note that these documents are also on the City's website, www.mcminnvilleoregon.gov. You may also request a copy from the Planning Department.



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EXHIBIT 1 - MINUTES

August 21, 2019
Landscape Review Committee
Regular Meeting

12:00 pm
Community Development Center
McMinnville, Oregon

Members Present: Sharon Gunter, Josh Kearns, and Tim McDaniel
Members Absent: Rose Marie Caughran and Rob Stephenson
Staff Present: Jamie Fleckenstein - Associate Planner
Guests Present: Scott Hill - Mayor, Kellie Menke - City Councilor, Zach Geary – City Councilor, Russ Richards, and Tony Weller

1. Call to Order

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

2. Citizen Comments

None

3. Approval of Minutes

A. May 15, 2019

Committee Member McDaniel moved to approve the May 15, 2019 minutes. The motion was seconded by Committee Member Kearns and passed 3-0.

4. Action/Docket Item (repeat if necessary)

A. L 10-19 – Landscape Plan Review - 4155 NE Three Mile Lane

Associate Planner Fleckenstein reviewed the Landscape Plan for Old Stone Village for an RV and vehicle storage parking lot on NE Three Mile Lane. This was an existing parking lot that was partially paved and the plan was to expand the parking lot, pave it, and make the lot available to the residents of the mobile home park for RV and vehicle storage. There would also be a maintenance building added.

Tony Weller, representing the applicant, explained how this would go into the old sport court, but the sport court had been replaced elsewhere on the property.

Associate Planner Fleckenstein discussed the review criteria for the application. The code required 5,400 square feet of landscaping for this application, and 11,000 square feet was being proposed. To the north and to the west of the site were the manufactured home lots and to the east and south

were vacant agricultural lands. The chain link fence was going to be replaced by a retaining wall along the property line. The landscaping on the north and west sides would be denser. On the north side there would be evergreens to provide a dense screen and along the west side would be a privet hedge and ginkgo trees spaced regularly on center. The east and south side had a narrower planting bed with evergreen hedge material with a maximum height of ten feet all the way around. In terms of compatibility, there was screening and buffering from the residential use and there was no competing or conflicting land use with the vacant, undeveloped land. There were two existing evergreen trees on the site that would be retained and integrated with the landscaping. There were no interior parking islands and the reason was the size and maneuvering of the RVs. In lieu of having parking islands, staff recommended a condition for the applicant to provide additional shade trees along the south and east sides.

There was discussion regarding the design of the lot, how shade trees were not necessary on the south and east sides, and adding a tree on the corner.

Committee Member Kearns moved to approve L 10-19, removing Condition #1 and adding a condition that a planting island and medium size street tree be added at the corner square. The motion was seconded by Committee Member McDaniel and passed 3-0.

B. L 17-19 – Street Tree Removal - 457 SW West Hills Drive

Associate Planner Fleckenstein explained the application for a street tree removal on SW West Hills Drive. The street tree was in conflict with the sidewalk and nearby water meter. It had lifted a sidewalk panel and the sidewalk had been repaired and replaced, however the roots were still present in the planter strip and it was expected that the sidewalk would be lifted again. The water meter near the planting strip was starting to be impacted by the roots and it was inevitable that the water lines would be impacted in the future. Staff recommended approval with the applicant planting a replacement tree that would be planted closer to the driveway away from the water meter with root barrier.

Committee Member Gunter moved to approve L 17-19. The motion was seconded by Committee Member Kearns and passed 3-0.

C. L 14-19 – Landscape Plan Review - 839 NE Highway 99W

Associate Planner Fleckenstein said this application was continued from the last meeting. The Committee had concerns about some of the plant material that was being proposed as well as the amount of planting around the parking. The applicant had revised the Landscape Plan based on these comments. The revised Landscape Plan added three Vine Maple trees with more canopy to them to the northwest corner of the site where there had been concern about screening and buffering and providing shade to the parking area. There would also be four Red Maples added, three on the west property line and one along the north property line. Additional boxwoods were included for better spacing on the south edge of the parking lot.

Russ Richards, representing the applicant, answered questions about the plan. He explained how he proposed using native plants that would not need as much watering since the applicant did not have an irrigation system. The applicant planned to water the landscaping with hoses on the property.

There was discussion regarding the trailers on the site and if there were conflicts with the turning radiuses and landscaping.

Associate Planner Fleckenstein said if the Committee determined that the watering facilities were not suitable, they could add a condition for the applicant to provide irrigation. He explained the location of the hose bibs on the property, which would require long hoses to water the landscaping.

Committee Member Kearns suggested the applicant look at the feasibility of the islands in the middle and parking trailers. He also suggested root barriers for the trees on the parking lot side.

Associate Planner Fleckenstein said staff recommended a condition to complete the line of trees on the western edge for additional shade.

Committee Member Kearns moved to approve L 14-19 with the added condition that the applicant provide a watering plan through two years of plant establishment. The motion was seconded by Committee Member McDaniel and passed 3-0.

5. Discussion Items

A. Landscape Review Committee Role and Responsibilities

This agenda item was postponed.

6. Old/New Business

Associate Planner Fleckenstein said there was a request for an inspection of the street trees for the third phase of Chegwyn Village. The street tree plan called for all the trees to be Acer Rubrum October Glory. In his inspection he found many of the trees not planted to the spacing standards and about half of the trees were a different species. There was no record of a request for a substitution based on availability at the time of installation. The different species included October Glory, Red Sunset, Autumn Blaze, and purple leaf Maple. The subdivision had a cohesive appearance, but the trees were random in their distribution. The reason for this variation from the approved plan was that the landscaper told the applicant that the nursery only provided the October Glory and he thought they were all the same tree.

There was discussion regarding the development process and when street trees were planted.

The Committee wanted to see the receipts from the nursery showing the trees were all of one variety.

7. Committee/Commissioner Comments

There was discussion regarding a development on 11th Way that did not want to follow the landscape plan and would need to revise it and bring it back to the Committee.

8. Staff Comments

None

9. Adjournment

Vice Chair Gunter adjourned the meeting at 1:01 p.m.



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EXHIBIT 2 - STAFF REPORT

DATE: February 19, 2020
TO: Landscape Review Committee Members
FROM: Jamie Fleckenstein, Associate Planner
SUBJECT: Agenda Item 4A – Landscape Plan Review Application (L 32-19)

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

OBJECTIVE/S: Strategically plan for short and long-term growth and development that will create enduring value for the community

Report in Brief:

An application for a landscape plan review (L 32-19) for landscaping for a proposed commercial shell building in northeast McMinnville to be reviewed by the Landscape Review Committee.

Background:

The application requests approval of a landscape plan (L 32-19) for the development of a new commercial shell building on NE Highway 99W in northeast McMinnville.

The applicant, Linda Cameron of Moore Architecture + Design, LLC, on behalf of Hanish and Jessie Basra, property owners, submitted a landscape plan associated with a building permit for development of a new commercial shell building located at 2019 NE Highway 99W. The subject property is more specifically described as Tax Lot 1803, Section 16AA, T. 4. S., R. 4 W., W.M. **See Figure 1 (Vicinity Map).** The property is zoned C-3 (General Commercial).

The site is undeveloped with permanent structures, but has been paved to serve as a parking lot. Adjacent properties to the east (a medical office building) and west (a restaurant) are zoned C-3 (General Commercial). The adjacent property to the south across Highway 99W (a car dealership) is zoned C-3 (General Commercial) as well. To the north, across NE 27th Street is a residential neighborhood zoned R-1 (Single-Family Residential). **See Figure 2 (Zoning Map).** The subject site is relatively flat. A retaining wall along the north property line holds the grade of the site while the adjacent right-of-way begins to slope down to the east. Several mature deciduous trees are present along the northern property line. **See Figures 3 & 4 (Existing Conditions).**

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 2019 NE Highway 99W
Attachment B – Application Materials

A building permit has been applied for to develop a new commercial shell building and associated off-street parking and a trash enclosure. The landscape plan addresses landscaping for the entire site. **See Figure 5 (Landscape Plan) and Figure 6 (Plant Schedule).**

Figure 1: Vicinity Map

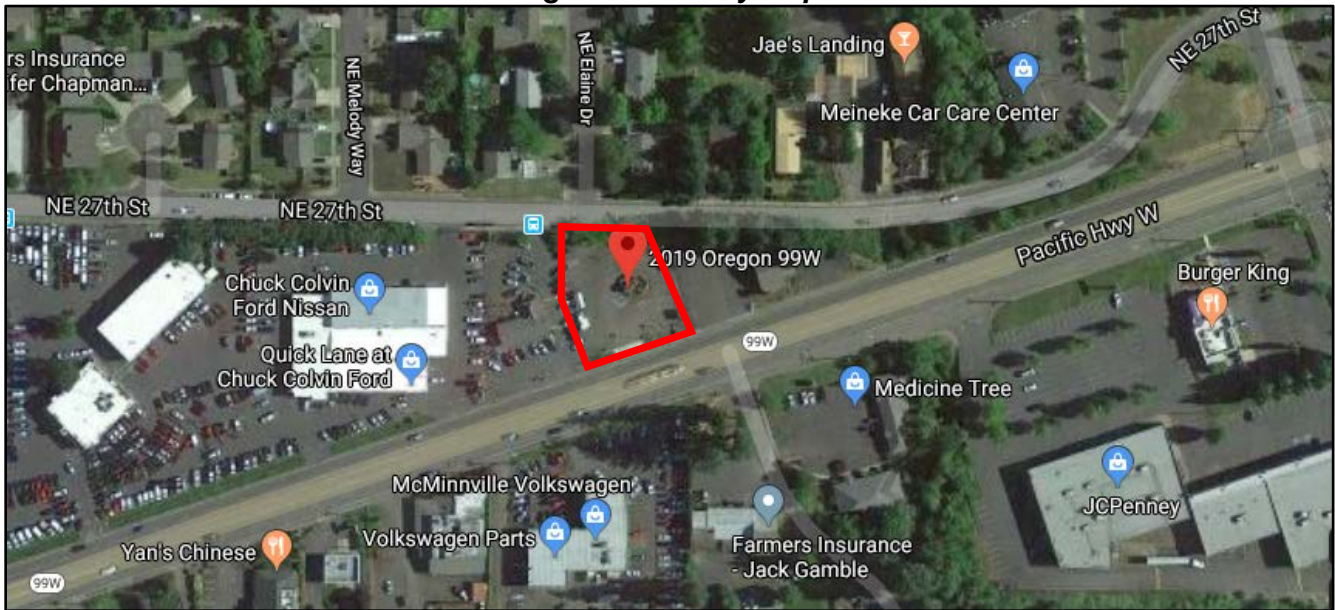
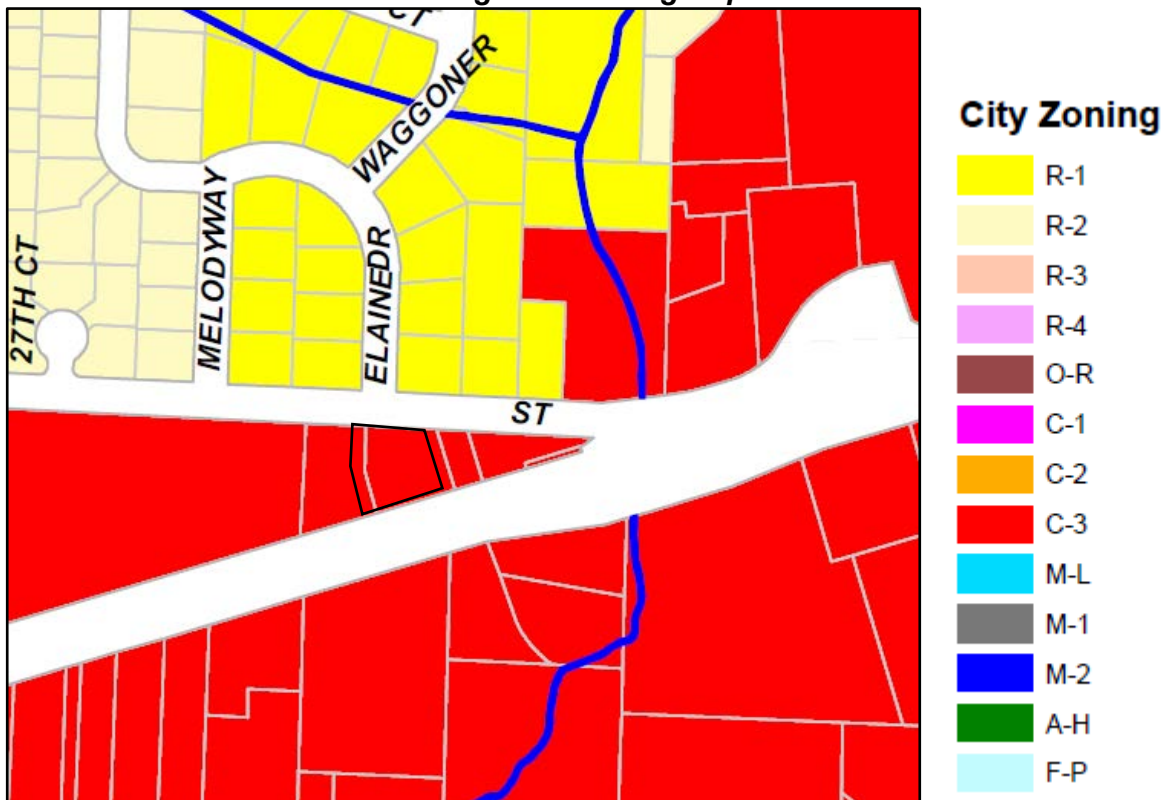


Figure 2: Zoning Map



Attachments:

- Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 2019 NE Highway 99W
- Attachment B – Application Materials

Figure 3: Existing Conditions (looking N from Highway 99W)



Figure 4: Existing Conditions (looking S from NE 27th Street)

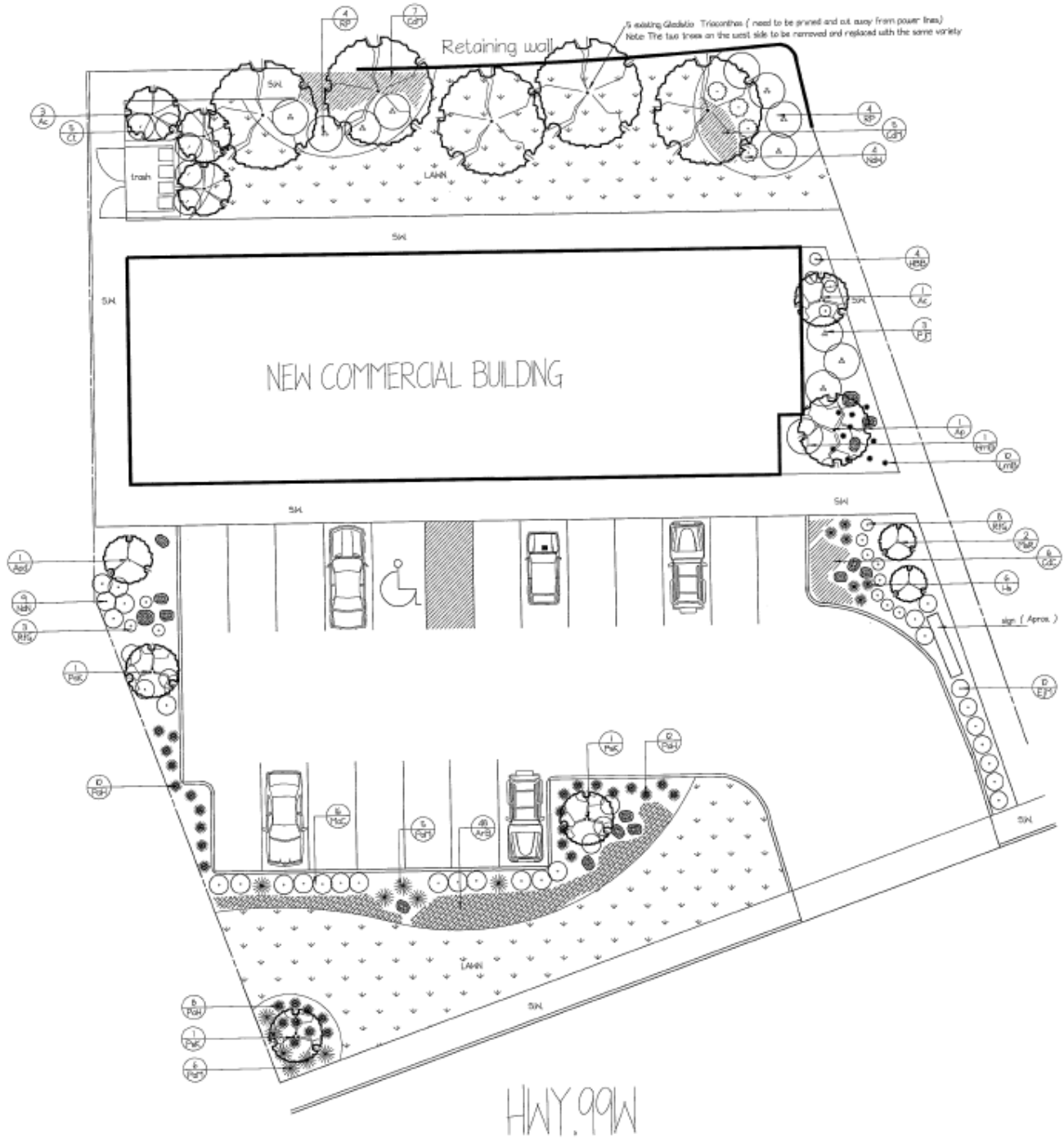


Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 2019 NE Highway 99W

Attachment B – Application Materials

Figure 5: Proposed Landscape Plan



Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 2019 NE Highway 99W

Attachment B – Application Materials

Figure 6: Proposed Plant Schedule

Key	Qty	Botanical Name	Common Name	Remarks
Trees				
Ac	4	Acer circinatum	VINE MAPLE	8-10' multi-stem
Ap	1	Acer palmatum	JAPANESE MAPLE Green	8-10'
Apd	1	Acer palmatum dissectum 'Crimson Queen'	CRIMSON QUEEN JAPANESE THREADLEAF MAPLE	24-36"
MsR	2	Magnolia stellata 'Rosea'	ROSEA STAR MAGNOLIA	4-5'
PsK	3	Prunus serrulata 'Kwanzan'	KWANZAN JAPANESE FLOWERING CHERRY	2' Cal.
Shrubs				
Ct	5	Choisya ternata	MEXICAN ORANGE	2-3 Gal.
EM	10	Euonymus japonicus 'Microphyllus'	MICROPHYLLUS EVERGREEN EUONYMUS	2-3 Gal.
HmB	1	Hydrangea macrophylla 'Blue Wave'	BLUE WAVE FLORISTS HYDRANGEA	2-3 Gal.
MaC	16	Mahonia aquifolium 'Compactum'	COMPACTUM OREGON HOLLY	2-3 Gal.
PJM	3	Pieris japonica 'Mt. Fire'	MT. FIRE JAPANESE PIERIS	2-3 Gal.
RP	8	Rhododendron 'PJM'	PJM RHODODENDRON	2-3 Gal.
Ornamental Grasses				
Hs	6	Helictotrichon sempervirens	BLUE OATGRASS	1 Gal.
PaH	30	Pennisetum alopecuroides 'Hamelin'	HAMELIN FOUNTAIN GRASS	1 Gal.
PaM	1	Pennisetum alopecuroides 'Maudry'	MOUDRY FOUNTAIN GRASS	1 Gal.
Perennials and Annuals				
ArB	48	Ajuga reptans 'Burgundy Glow'	BURGUNDY GLOW BUGLE CARPET	1 Gal.
HBB	4	Hosta 'Blue Blazes'	BLUE BLAZES HOSTA	1 Gal.
LmB	10	Liriope muscari 'Big Blue'	BIG BLUE LILY TURF	1 Gal.
RfG	1	Rudbeckia fulgida 'Goldsturm'	GOLDSTURM BLACK-EYED SUSAN	1 Gal.
Groundcovers				
CdC	6	Cotoneaster dammeri 'Coral Beauty'	CORAL BEAUTY COTONEASTER	1 Gal.
CdM	12	Cotoneaster dammeri 'Mooncreeper'	MOONCREEPER COTONEASTER	1 Gal.
NdN	9	Nandina domestica 'Nano Purpurea'	NANA PURPUREA HEAVENLY BAMBOO	2-3 Gal.
NdW	4	Nandina domestica 'Woods Red'	WOODS RED HEAVENLY BAMBOO	2-3 Gal.

Discussion:

Decisions and/or recommendations for both land-use applications are dependent upon whether or not the applications meet state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code (MMC). The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria. Attached is the decision document that provides the Findings of Fact and Conclusionary Findings for the land-use application. This document outlines the legal findings on whether or not each application meets the applicable criteria and whether or not there are conditions of approval that if achieved put the application in compliance with the criteria.

Applicable Review Criteria

The subject site is zoned C-3 (General Commercial). Section 17.57.030 of the McMinnville Municipal Code (MMC) requires landscaping in the C-3 zone, therefore landscaping is required in accordance with requirements of MMC Chapter 17.57-Landscaping.

MMC Section 17.58.080 requires street trees to be planted at all new commercial development which has a designated curb-side planting strip. The sidewalk along Highway 99W is curb-tight, so there is no curb-side planting strip in the Highway 99W right-of-way. A sidewalk adjacent along NE 27th Street adjacent to the site is also curb-tight, but ends when the NE 27th Street right-of-way begins to slope down. A retaining wall replaces the sidewalk, so there is no curb-side planting strip along NE 27th Street. Therefore, street trees are not required.

Attachments:

- Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 2019 NE Highway 99W
- Attachment B – Application Materials

The Landscape Plan Review (L 32-19) request is subject to the planning factors in Section 17.57.070 of the MMC, including a requirement to provide landscaping at a minimum of seven (7) percent of the gross area. Additionally, the Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.
2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.
3. The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.
4. The development and use of islands and plantings therein to break up parking areas.
5. The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.
6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

Analysis of Landscape Plan Review Request

The applicant’s landscape plan proposes a large percentage of landscaping on the site (24 percent) which is considerably more landscaping and non-pervious area than currently exists on the site. Groupings of trees and shrubs meet many of the planning factors above and help achieve the purpose of the landscape chapter of MMC. Specifically, the plan features parking lot perimeter planting, perimeter planting around portions of the proposed commercial building, the retention of most of the existing mature trees along the northern property line, and supplemental plantings.

Below is a table summarizing the application’s compliance with critical criteria. The Decision Document for the land-use application has the detailed analysis and findings for this compliance:

Issue	Notes	Condition to Help Meet Criteria
Compatibility with the project and surrounding properties and uses	<ul style="list-style-type: none"> • Landscaping proposed around site and parking lot perimeter provides shade, interest, and buffering to key areas • Replacement trees under power lines on NE 27th Street may be problematic 	<p><i>Condition of Approval #2:</i> Requires replacement of removed trees with species approved for planting below utility lines</p>
Screening the proposed use	<ul style="list-style-type: none"> • Uses to east, south, and west are also commercial, and don’t require substantial screening between uses • Residential neighborhood to the north is screened by trees and other planting 	N/A

Attachments:

- Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 2019 NE Highway 99W*
- Attachment B – Application Materials*

Issue	Notes	Condition to Help Meet Criteria
Retention of existing trees	<ul style="list-style-type: none"> Three (3) of five (5) existing mature Honeylocust trees along NE 27th Street are proposed to be retained 	N/A
Parking lot islands and planting	<ul style="list-style-type: none"> Planting proposed for the perimeter of the parking area, but no internal islands/planting proposed 	<i>Condition of Approval #3:</i> Requires an internal parking lot island with planting in the northern parking aisle
Use of suitable street trees	<ul style="list-style-type: none"> Street trees not required 	N/A
Irrigation system or water facilities	<ul style="list-style-type: none"> Landscape areas to receive automatic irrigation system. 	N/A
Landscaping req'd around trash enclosure	<ul style="list-style-type: none"> Landscaping not provided on 3 sides of trash enclosure 	<i>Condition of Approval #4:</i> Requires planting on third side of trash enclosure

Staff-Suggested Conditions of Approval

1. That the applicant shall install landscaping as shown on the landscape plan submitted to the Planning Department on December 23, 2019.
2. That if any of the five (5) existing *Gleditsia triacanthos* (Honeylocust) trees are removed, they shall be replaced with a tree species from the McMinnville Street Tree List – Recommended Small Tree Species approved for planting under overhead wires.
3. That a parking lot island internal to the northern parking aisle and plantings therein shall be provided. Such landscaped islands shall have raised curbs, be a minimum five (5) feet in width, and shall contain at least one (1) deciduous tree.
4. That landscaping be provided around a third side of the trash and recycling enclosure. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.
5. That the applicant shall maintain proper clearances around the existing and future water and electrical services that will be located on the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 2019 NE Highway 99W

Attachment B – Application Materials

6. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Fiscal Impact:

None.

Landscape Review Committee Options:

- 1) **APPROVE** the application, per the decision document provided which includes the findings of fact and conditions of approval.
- 2) **APPROVE** the application with additional conditions of approval, providing findings of fact for the inclusion of additional conditions.
- 3) **CONTINUE** the application, requesting the applicant to submit more information or details for review.
- 4) **DENY** the application, providing findings of fact for the denial in the motion to deny.

Staff Recommendation:

Staff has reviewed the application for consistency with the applicable criteria. Staff finds that, subject to the recommended conditions specified in the attached Decision Document, the application submitted by the applicant contains sufficient evidence to find the applicable criteria are satisfied.

Staff **RECOMMENDS APPROVAL** of the application, subject to the conditions specified in the attached Decision Document.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, I MOVE THAT THE LANDSCAPE REVIEW COMMITTEE APPROVE THE DECISION DOCUMENT AND APPROVE THE LANDSCAPE PLAN REVIEW APPLICATION L 32-19 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT.

JF

Attachments:

- Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 2019 NE Highway 99W*
- Attachment B – Application Materials*



**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**
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DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN REVIEW AT 2019 NE HIGHWAY 99W

- DOCKET:** L 32-19 (Landscape Plan)
- REQUEST:** Approval of a Landscape Plan for a Commercial Building
- LOCATION:** 2019 NE Highway 99W (Tax Lot 1803, Section 16AA, T. 4. S., R. 4 W., W.M.)
- ZONING:** C-3 (General Commercial)
- APPLICANT:** Linda Cameron, Moore Architecture + Design, LLC, on behalf of Hanish and Jessie Basra, property owners
- STAFF:** Jamie Fleckenstein, PLA, Associate Planner
- DATE DEEMED COMPLETE:** January 21, 2019
- HEARINGS BODY & ACTION:** McMinnville Landscape Review Committee makes a recommendation of approval or denial to the Planning Director.
- HEARING DATE & LOCATION:** February 19, 2020, Community Development Center, 231 NE 5th Street, McMinnville, Oregon
- PROCEDURE:** Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.
- CRITERIA:** The applicable criteria are specified in Section 17.57.070 (Area Determination – Planning factors) of the McMinnville Zoning Ordinance, McMinnville City Code.
- APPEAL:** The decision may be appealed within 15 days of the date the decision is mailed as specified in Section 17.57.170 of the McMinnville Zoning Ordinance.
- COMMENTS:** This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Their comments are provided in this document. No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

DECISION

Based on the findings and conclusionary findings, the Landscape Review Committee finds the applicable criteria are satisfied with conditions and recommends **APPROVAL** of the Landscape Plan (L 32-19) **subject to the conditions of approval provided in this document.**

////////////////////////////////////
DECISION: APPROVAL WITH CONDITIONS
////////////////////////////////////

Planning Staff: _____
Jamie Fleckenstein, Associate Planner

Date: February 19, 2020

Planning Department: _____
Heather Richards, Planning Director

Date: February 19, 2020

I. APPLICATION SUMMARY:

Subject Property & Request

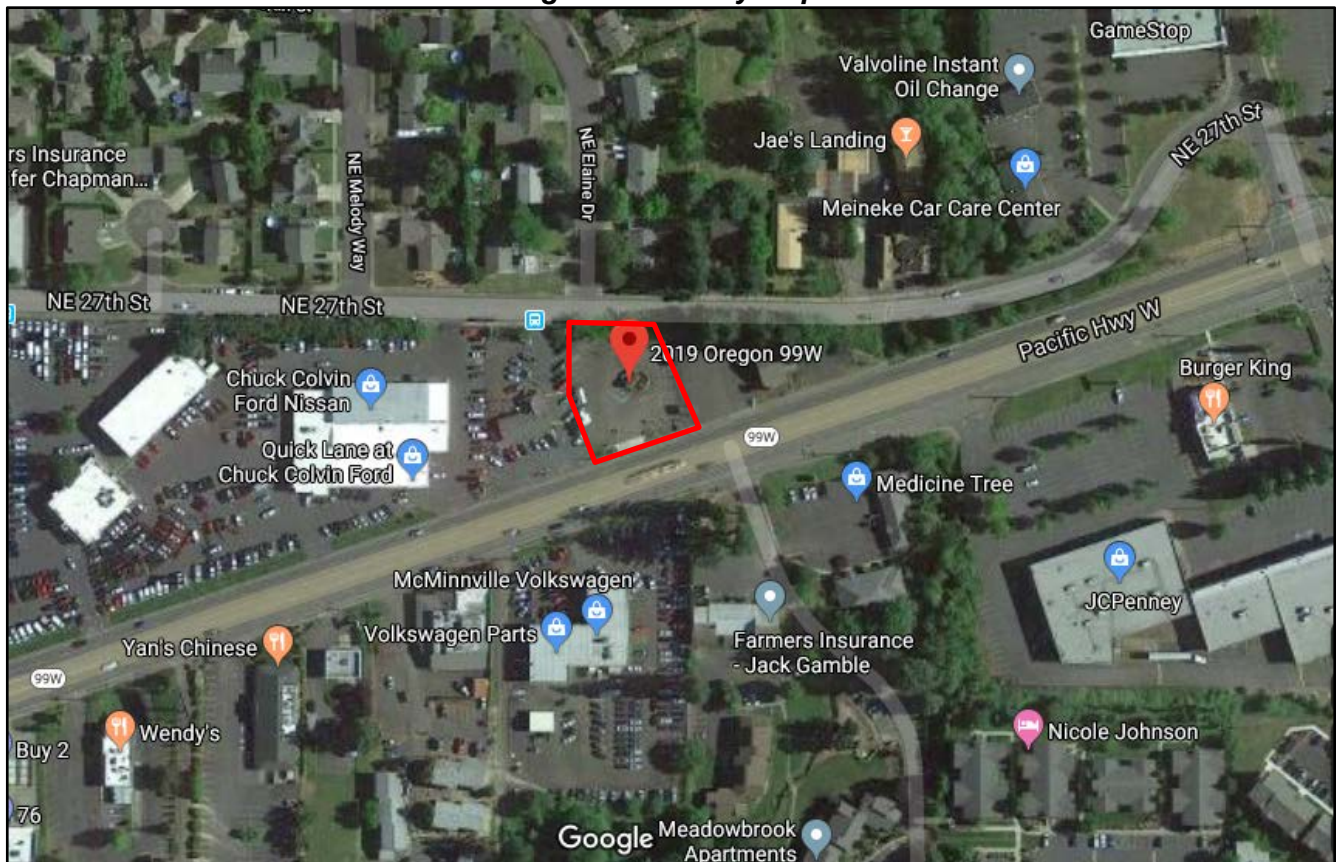
The application requests approval of a landscape plan (L 32-19) for the development of a new commercial shell building on NE Highway 99W in northeast McMinnville.

The applicant, Linda Cameron of Moore Architecture + Design, LLC, on behalf of Hanish and Jessie Basra, property owners, submitted a landscape plan associated with a building permit for development of a new commercial shell building located at 2019 NE Highway 99W. The subject property is more specifically described as Tax Lot 1803, Section 16AA, T. 4. S., R. 4 W., W.M. **See Figure 1 (Vicinity Map).** The property is zoned C-3 (General Commercial).

The site is undeveloped with permanent structures, but has been paved to serve as a parking lot. Adjacent properties to the east (a medical office building) and west (a restaurant) are zoned C-3 (General Commercial). The adjacent property to the south across Highway 99W (a car dealership) is zoned C-3 (General Commercial) as well. To the north, across NE 27th Street is a residential neighborhood zoned R-1 (Single-Family Residential). **See Figure 2 (Zoning Map).** The subject site is relatively flat. A retaining wall along the north property line holds the grade of the site while the adjacent right-of-way begins to slope down to the east. Several mature deciduous trees are present along the northern property line. **See Figures 3 & 4 (Existing Conditions).**

A building permit has been applied for to develop a new commercial shell building and associated off-street parking and a trash enclosure. The landscape plan addresses landscaping for the entire site. **See Figure 5 (Landscape Plan) and Figure 6 (Plant Schedule).**

Figure 1: Vicinity Map



Attachments:

Attachment 1 – Application and Attachments

Figure 2: Zoning Map

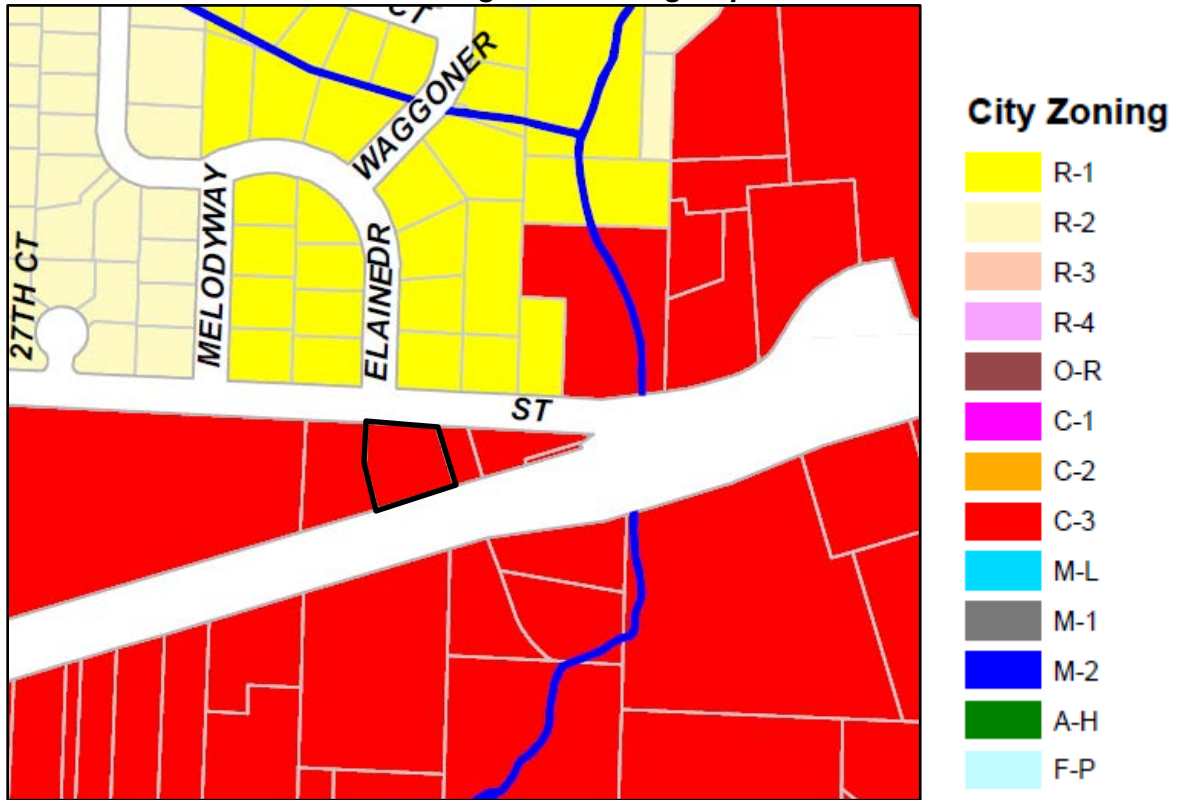


Figure 3: Existing Conditions (looking N from Highway 99W)

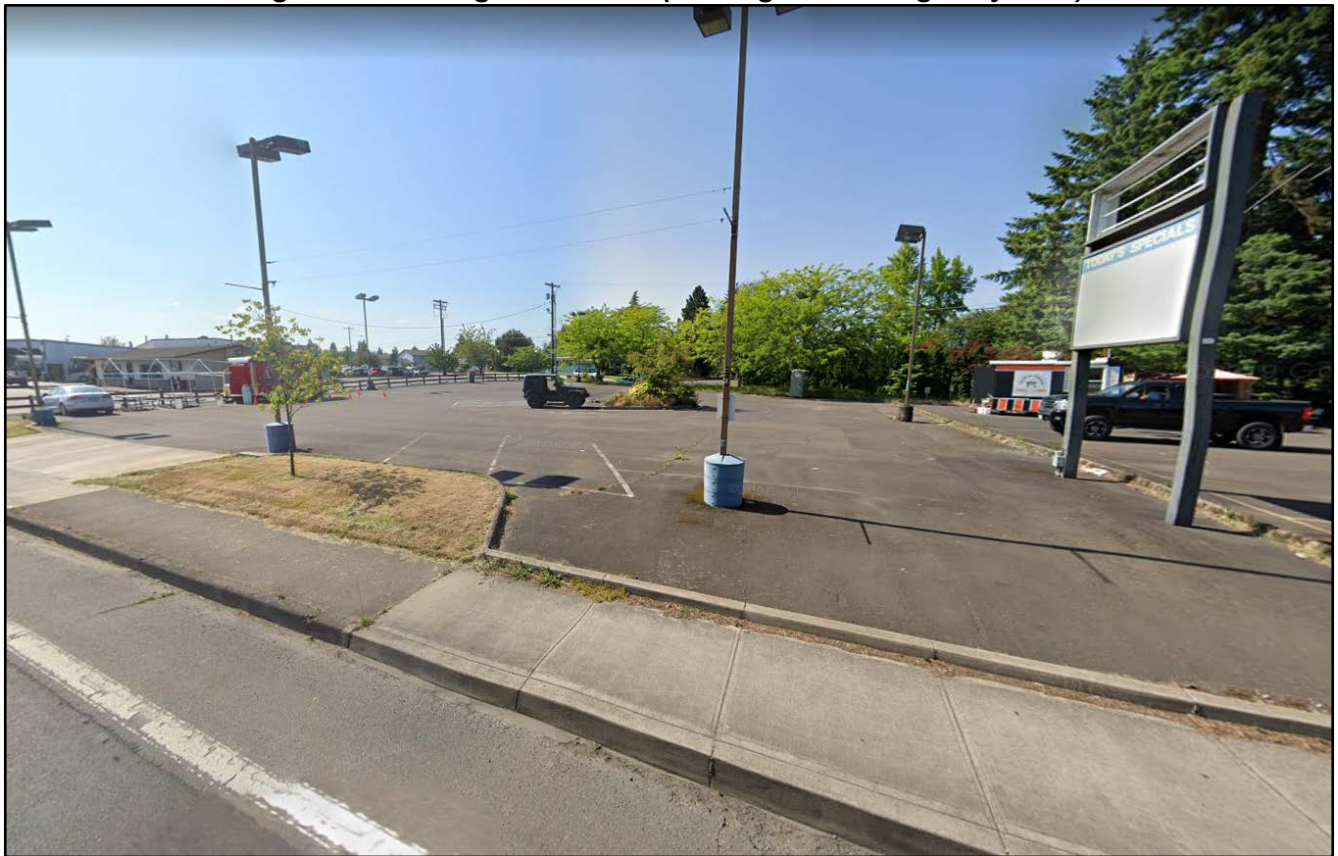


Figure 4: Existing Conditions (looking S from NE 27th Street)



Figure 5: Proposed Landscape Plan

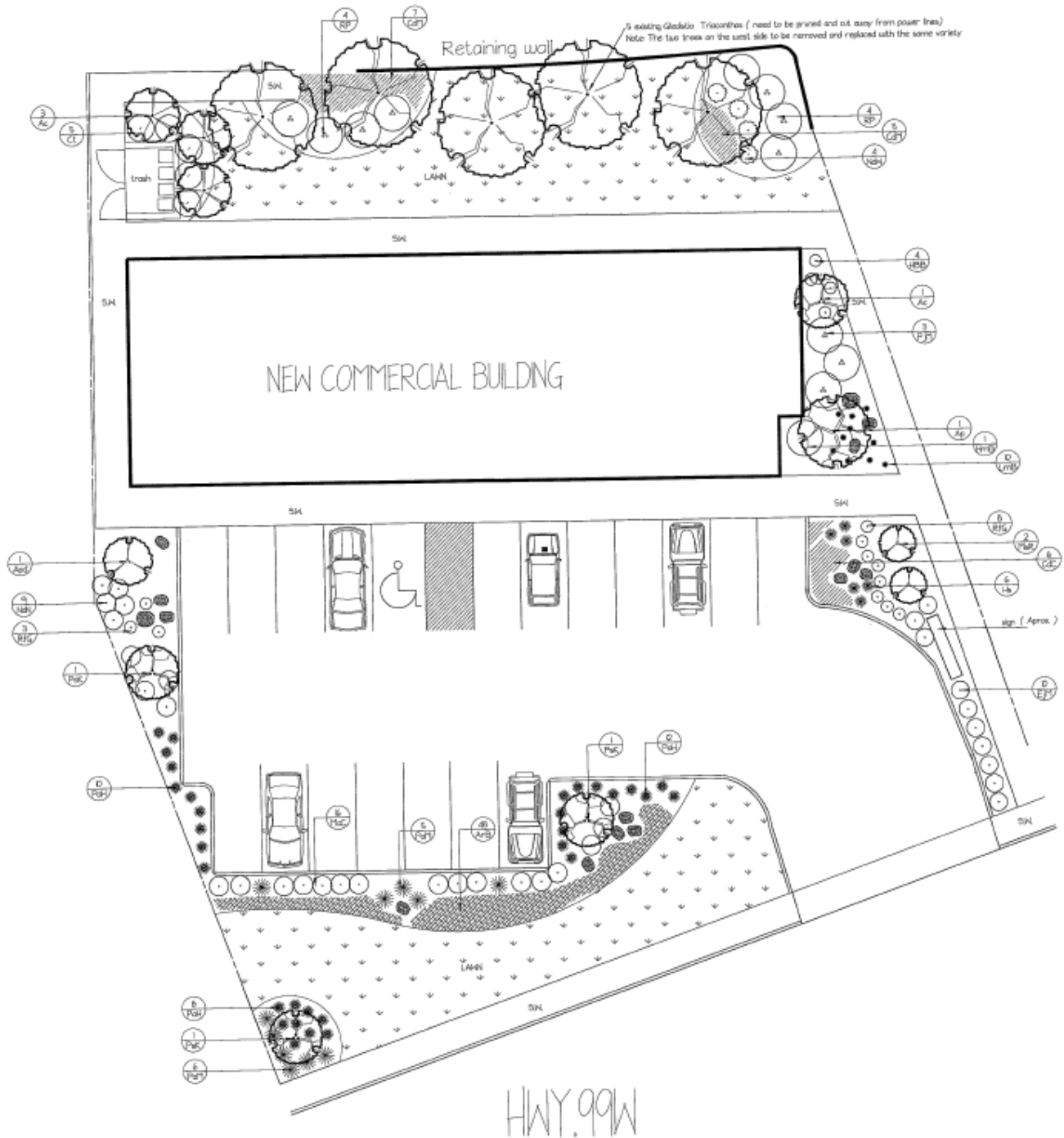


Figure 6: Proposed Plant Schedule

Key	Qty	Botanical Name	Common Name	Remarks
Trees				
Ac	4	<i>Acer circinatum</i>	VINE MAPLE	8-10' multi-stem
Ap	1	<i>Acer palmatum</i>	JAPANESE MAPLE Green	8-10'
Apd	1	<i>Acer palmatum dissectum 'Crimson Queen'</i>	CRIMSON QUEEN JAPANESE THREADLEAF MAPLE	24-36'
M&R	2	<i>Magnolia stellata 'Rosea'</i>	ROSEA STAR MAGNOLIA	4-5'
PsK	3	<i>Prunus serrulata 'Kwanzan'</i>	KWANZAN JAPANESE FLOWERING CHERRY	2' Cal.
Shrubs				
Ct	5	<i>Choisya ternata</i>	MEXICAN ORANGE	2-3 Gal.
EJM	10	<i>Euonymus japonicus 'Microphyllus'</i>	MICROPHYLLUS EVERGREEN EUONYMUS	2-3 Gal.
HmB	1	<i>Hydrangea macrophylla 'Blue Wave'</i>	BLUE WAVE FLORISTS HYDRANGEA	2-3 Gal.
MaC	16	<i>Mahonia aquifolium 'Compactum'</i>	COMPACTUM OREGON HOLLY	2-3 Gal.
PJM	3	<i>Pieris japonica 'Mt. Fire'</i>	MT. FIRE JAPANESE PIERIS	2-3 Gal.
RP	8	<i>Rhododendron 'PJM'</i>	PJM RHODODENDRON	2-3 Gal.
Ornamental Grasses				
Hs	6	<i>Helictotrichon sempervirens</i>	BLUE OATGRASS	1 Gal.
PaH	30	<i>Pennisetum alopecuroides 'Hamelin'</i>	HAMELIN FOUNTAIN GRASS	1 Gal.
PaM	11	<i>Pennisetum alopecuroides 'Maudry'</i>	MOUDRY FOUNTAIN GRASS	1 Gal.
Perennials and Annuals				
ArB	48	<i>Ajuga reptans 'Burgundy Glow'</i>	BURGUNDY GLOW BUGLE CARPET	1 Gal.
HBB	4	<i>Hosta 'Blue Blazes'</i>	BLUE BLAZES HOSTA	1 Gal.
LmB	10	<i>Liriope muscari 'Big Blue'</i>	BIG BLUE LILY TURF	1 Gal.
RFG	1	<i>Rudbeckia fulgida 'Goldsturm'</i>	GOLDSTURM BLACK-EYED SUSAN	1 Gal.
Groundcovers				
CdC	6	<i>Cotoneaster dammeri 'Coral Beauty'</i>	CORAL BEAUTY COTONEASTER	1 Gal.
CdM	12	<i>Cotoneaster dammeri 'Mooncreeper'</i>	MOONCREEPER COTONEASTER	1 Gal.
NdN	9	<i>Nandina domestica 'Nana Purpurea'</i>	NANA PURPUREA HEAVENLY BAMBOO	2-3 Gal.
NdW	4	<i>Nandina domestica 'Woods Red'</i>	WOODS RED HEAVENLY BAMBOO	2-3 Gal.

Summary of Criteria & Issues

The subject site is zoned C-3 (General Commercial). Section 17.57.030 of the McMinnville Municipal Code (MMC) requires landscaping in the C-3 zone, therefore landscaping is required in accordance with requirements of MMC Chapter 17.57-Landscaping.

MMC Section 17.58.080 requires street trees to be planted at all new commercial development which has a designated curb-side planting strip. The sidewalk along Highway 99W is curb-tight, so there is no curb-side planting strip in the Highway 99W right-of-way. A sidewalk adjacent along NE 27th Street adjacent to the site is also curb-tight, but ends when the NE 27th Street right-of-way begins to slope down. A retaining wall replaces the sidewalk, so there is no curb-side planting strip along NE 27th Street. Therefore, street trees are not required.

II. CONDITIONS:

1. That the applicant shall install landscaping as shown on the landscape plan submitted to the Planning Department on December 23, 2019.
2. That if any of the five (5) existing *Gleditsia triacanthos* (Honeylocust) trees are removed, they shall be replaced with a tree species from the McMinnville Street Tree List – Recommended Small Tree Species approved for planting under overhead wires.
3. That a parking lot island internal to the northern parking aisle and plantings therein shall be provided. Such landscaped islands shall have raised curbs, be a minimum five (5) feet in width, and shall contain at least one (1) deciduous tree.

Attachments:

Attachment 1 – Application and Attachments

4. That landscaping be provided around a third side of the trash and recycling enclosure. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.
5. That the applicant shall maintain proper clearances around the existing and future water and electrical services that will be located on the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
6. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

III. ATTACHMENTS:

1. L 32-19 Application and Attachments (on file with the Planning Department)

IV. COMMENTS:

Agency Comments

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. The following comments have been received:

- McMinnville Water and Light:



Removed trees must be replaced by approved options suitable for planting underneath power and communication lines.

- McMinnville Public Works Department:

Site Review

1. The existing site is located in NE McMinnville with frontage along Hwy 99, which is under ODOT jurisdiction. The north side has curbside sidewalk adjacent to developed properties.
2. There are no overhead power and communication facility conflicts on the north side of Hwy 99 at this location.

Submittal Review

1. The submitted landscaping plan appears to show all landscaping improvements on private property, with no trees planted in the adjacent right of way. That would be consistent with the surrounding area, and is acceptable to Public Works. Any improvements in the right of way would have to be approved by ODOT.
2. Given that the plantings appear to be on private property, and as such are not within our purview, Public Works would have no comments.

Public Comments

No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the Planning Director's decision.

V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. Linda Cameron of Moore Architecture + Design, LLC, on behalf of Hanish and Jessie Basra, property owners, submitted a landscape plan review application on December 23, 2019.
2. The application was deemed complete on January 21, 2020.
3. Notice of the application was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments received from public agencies are addressed in the Decision Document.
4. No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the public meeting.
5. A public meeting was held by the Landscape Review Committee on February 19, 2020 to review the application and proposed landscape plan.

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** 2019 NE Highway 99W (Tax Lot 1803, Section 16AA, T. 4. S., R. 4 W., W.M.)
2. **Size:** 17,577 square feet (0.40 acres)
3. **Comprehensive Plan Map Designation:** Commercial

Attachments:

Attachment 1 – Application and Attachments

4. **Zoning:** C-3 (General Commercial)
5. **Overlay Zones/Special Districts:** None
6. **Current Use:** Undeveloped
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** None
 - b. **Other:** None identified
8. **Other Features:**
 - a. **Slope:** The site is relatively flat. The NE 27th Street right-of-way slopes down to the east adjacent to the property, and a large retaining wall is present on the site to accommodate the grade change.
 - b. **Trees:** A row of existing mature deciduous trees is present along the northern property line.
9. **Utilities:**
 - a. **Water:** Water service is available to the subject site.
 - b. **Electric:** Power service is available to the subject site. Overhead power lines are present along the north property line along the south side of the NE 27th Street right-of-way.
 - c. **Sewer:** Sanitary sewer service is available to the subject site.
 - d. **Stormwater:** Storm sewer service is available to the subject site.
 - e. **Other Services:** Other utility services are available to the subject site. Northwest Natural Gas and Comcast is available to serve the site.
10. **Transportation:** The site is adjacent to NE Highway 99W to the south, which is classified as a major arterial in the McMinnville Transportation System Plan, and is under Oregon Department of Transportation jurisdiction. The site is also adjacent to NE 27th Street to the north, which is classified as a minor collector in the McMinnville Transportation System Plan.

VII. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria for a Landscape Plan Review are specified in Section 17.57.070 of the Zoning Ordinance.

In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. "Proposals" specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests.

Comprehensive Plan Volume II:

The following Goals, Policies, and Proposals from Volume II of the Comprehensive Plan provide criteria applicable to this request:

The implementation of most goals, policies, and proposals as they apply to this application are accomplished through the provisions, procedures, and standards in the city codes and master plans, which are sufficient to adequately address applicable goals, policies, and proposals as they apply to this application.

The following additional findings are made relating to specific Goals and Policies:

Attachments:

Attachment 1 – Application and Attachments

GOAL VI 1: TO ENCOURAGE DEVELOPMENT OF A TRANSPORTATION SYSTEM THAT PROVIDES FOR THE COORDINATED MOVEMENT OF PEOPLE AND FREIGHT IN A SAFE AND EFFICIENT MANNER.

Policy 122.00: The City of McMinnville shall encourage the following provisions for each of the three functional road classifications:

- 1. Major, minor arterials
–Landscaping should be encouraged along public rights-of-way.*
- 2. Major, minor collectors
–Landscaping should be encouraged along public rights-of-way.*

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. Landscaping is proposed along the Highway 99W and NE 27th Street public rights-of-way adjacent to the subject site.

GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMINNVILLE.

Policy 188.00: The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville Landscape Review Committee review of the request and recommendation at an advertised public meeting. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

McMinnville Zoning Ordinance

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) provide criteria applicable to the request:

Chapter 17.57 Landscaping

17.57.010 Purpose and intent. The purpose and intent of this Chapter is to encourage and, where appropriate, require the use of landscape elements, particularly plant materials, in proposed developments in an organized and harmonious manner that will enhance, protect and promote the economic, ecological and aesthetic environment of McMinnville. Landscaping is considered by McMinnville to be an integral part of a complete comprehensive development plan. [...]

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The landscape plan as proposed and with any required conditions would enhance the appearance of the city and will benefit the economic, ecological, and aesthetic environment of the city. The landscape plan as proposed generally meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below.

Attachments:

Attachment 1 – Application and Attachments

17.57.030 Zones where required. Landscaping shall be required in the following zones except as otherwise noted: [...]

D. C-3 (General Commercial zone).

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The subject site is zoned C-3 (General Commercial), and landscaping is being provided as required.

17.57.070 Area Determination – Planning Factors.

17.57.070(A). Landscaping shall be accomplished within the following ranges:

- 2. Commercial, at least seven percent of the gross area. This may be reduced to not less than five percent upon approval of the review committee. (The gross area to be landscaped may only be reduced by the review committee if there is a showing by the applicant that the intent and purpose of this chapter and subsection B of this section are met.)

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The application indicates the following Total Landscape Areas and Percent Landscaped for the proposed multiple-family development:

	Total Area (s.f.)	Landscape Provided (s.f.)	Percentage
Proposed Development	17,577	4,343	24%

The proposed landscaping exceeds the seven (7) percent minimum landscaping requirement for commercial development.

17.57.070(B). The following factors shall be considered by the applicant when planning the landscaping in order to accomplish the purpose set out in Section 17.57.010. The Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:

17.57.070(B)(1). *Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.*

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED WITH CONDITIONS #2. The proposed project is the development of a commercial shell building in the Highway 99W commercial corridor. Adjacent properties to the east, west, and south are commercially developed. Adjacent properties to the north are residentially developed. **See Figure 7 (Vicinity Map Enlargement).**

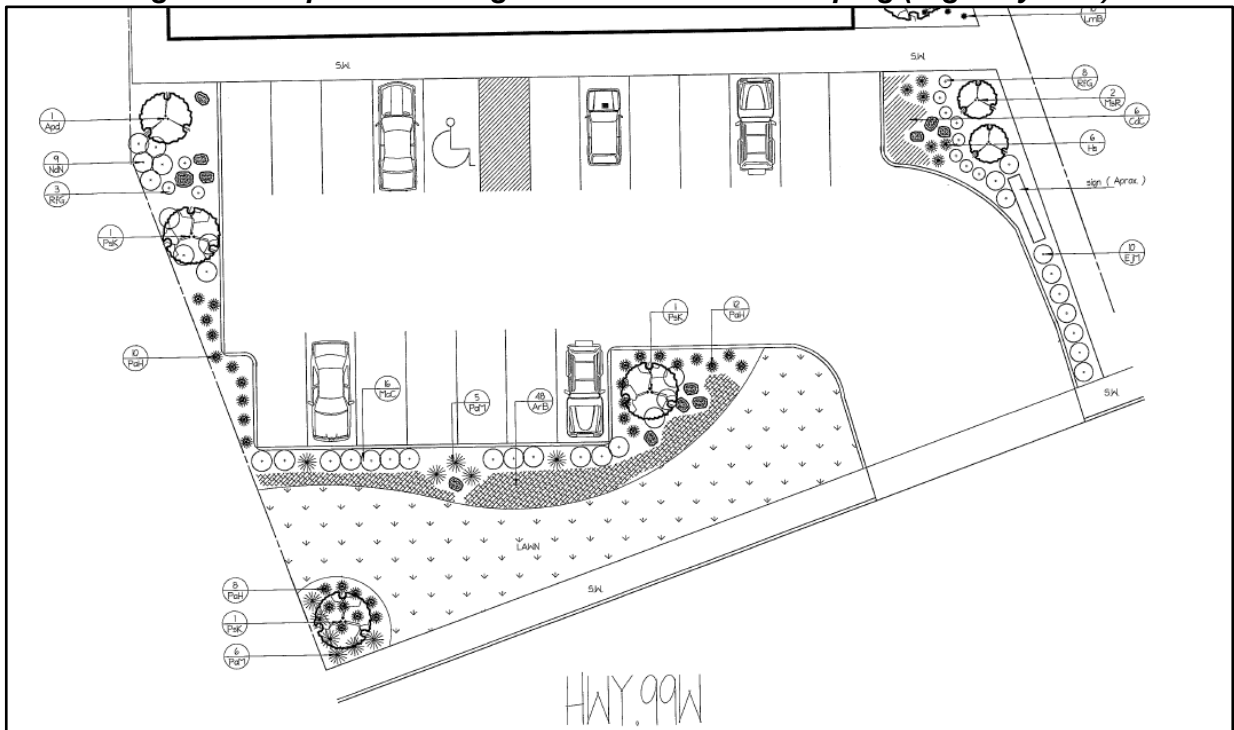
The landscape plan indicates a centrally located commercial building on the site, with an off-street parking lot on the south side of the property, accessed from Highway 99W. The solid waste and recycling enclosure is located in the northwest corner of the site, accessed by a walkway that surrounds the new building and connects to the sidewalks in the adjacent rights-of-way.

The proposed landscape plan features parking lot perimeter planting (**Figure 8**), perimeter planting around portions of the proposed commercial building (**Figure 9**), the retention of most of the mature trees along the northern property line, and supplemental plantings (**Figure 10**).

Figure 7: Vicinity Map Enlargement



Figure 8: Proposed Parking Lot Perimeter Landscaping (Highway 99W)



Landscaping is proposed around the east, south, and west sides of the off-street parking lot. To the south along Highway 99W, a large lawn area is proposed. A planting island in the southwestern corner of the lawn is proposed with a *Prunus serrulata* 'Kwanzan' (Kwanzan Japanese Flowering Cherry) and several ornamental grasses. Adjacent to the parking lot, the landscape area features ornamental landscape boulders, native evergreen *Mahonia aquifolium* 'Compacta' (Compact Oregon Grape) shrubs, ornamental *Pennisetum alopecuroides* 'Hameln' and 'Maudry' (Hameln and Moudry Fountain Grass) grasses, *Ajuga reptans* 'Burgundy Glow'

Attachments:
Attachment 1 – Application and Attachments

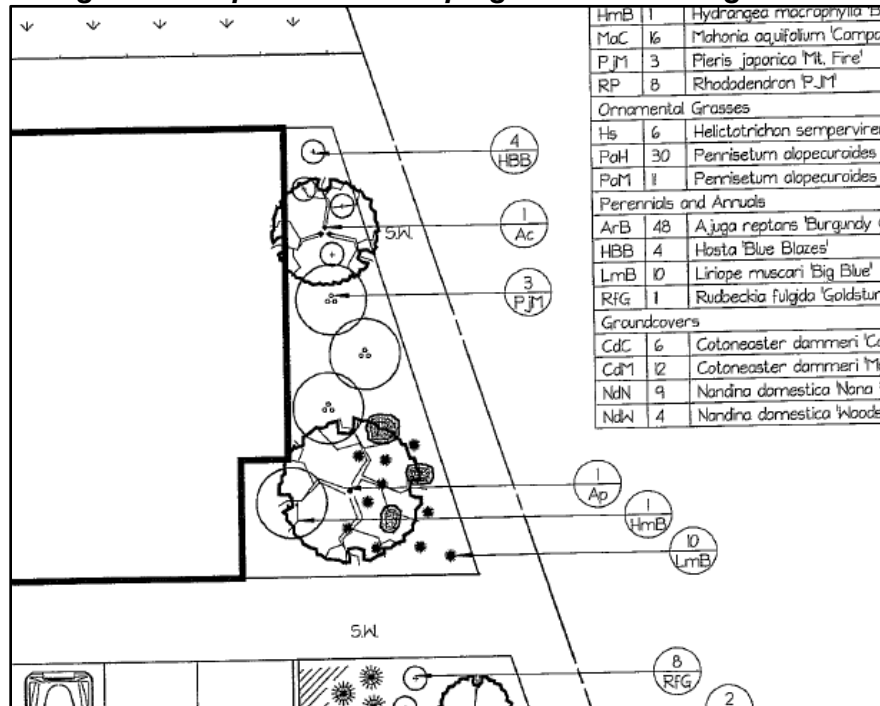
(Burgundy Glow Carpet Bugle) groundcover, and another Kwanzan Japanese Flowering Cherry tree.

West of the parking lot are more of the same ornamental grasses and landscape boulders and another Kwanzan Japanese Cherry Tree. Additionally, clusters of evergreen *Nandina domestica* 'Purpurea' (Purpurea Heavenly Bamboo) shrubs and flowering perennials are interspersed in the planter. An *Acer palmatum dissectum* 'Crimson Queen' (Crimson Queen Japanese Maple) is also proposed in this area.

East of the parking lot and driveway, a planting area is proposed that continues the planting theme. Ornamental grasses, lowering perennials, groundcover, and evergreen *Euonymus japonicas* 'Microphyllus' (Boxleaf Euonymus) are proposed in addition to two small *Magnolia stellata* 'Rosea' (Rosea Star Magnolia) trees.

The landscaping is strategically placed around the parking area to provide evergreen plants where screening headlights from cars would be appropriate. The variety of plant material would provide seasonal interest, and the small trees proposed balance the need for shading of the paved parking lot with visibility of the commercial building frontage.

Figure 9: Proposed Landscaping At East Building Facade

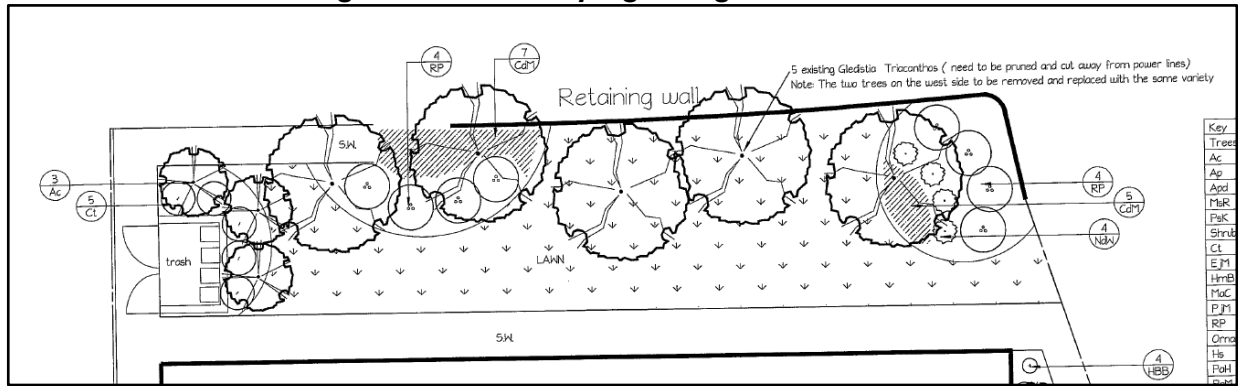


Between the proposed commercial building and the adjacent property to the east, a large landscape area is proposed. *Acer palmatum* (Green Japanese Maple) and *Acer circinatum* (Vine Maple) deciduous trees are proposed with an understory of evergreen *Pieris japonica* 'Mt. Fire' (Mt. Fire Japanese Pieris) shrubs, flowering perennials, ornamental grasses, and landscape boulders. The variety of plant material would provide seasonal interest, and the small trees are appropriate for the size of the planting area.

Attachments:

Attachment 1 – Application and Attachments

Figure 10: Landscaping Along NE 27th Street



North of the commercial building, landscaping is proposed adjacent to NE 27th Street. There are five (5) existing deciduous *Gleditsia triacanthos* (Honeylocust) trees underneath power lines that run along the NE 27th Street right-of-way. The proposed trash enclosure is also located in this area. The three eastern Honeylocust trees are to be retained, and the landscape plan calls for replacing the two western Honeylocusts in-kind. Below the Honeylocusts, evergreen *Rhododendron 'PJM'* (PJM Rhododendron) and *Nandina domestica 'Woods Red'* (Woods Red Heavenly Bamboo) shrubs are proposed with evergreen groundcover. On two sides of the trash enclosure, evergreen *Choisya ternata* (Mexican Mock Orange) shrubs and *Acer circinatum* (Vine Maple) trees are proposed. The landscaping around the trash enclosure is addressed in more detail below. The remainder of the landscape area is a proposed turf lawn. The proposed planting will continue to provide and enhance the buffer between the commercially zoned subject site and the residential neighborhood to the north.

Honeylocust trees can grow to 30 to 70 feet tall depending on the specific variety. The variety of the existing trees is unknown. Honeylocust are generally not planted under power lines because of their mature height and growth characteristics. Continued maintenance would be required to keep the trees clear of the overhead utilities, and such maintenance is noted on the landscape plan. Because of this, replacement trees appropriate for planting under overhead utility lines is recommended to make the landscaping compatible with the utilities. A condition of approval is included to require that any of the existing *Gleditsia triacanthos* (Honeylocust) trees that are removed be replaced with a tree species from the McMinnville Street Tree List – Recommended Small Tree Species that is approved for planting under overhead wires.

Overall, with suggested conditions of approval, staff finds that the proposed landscaping is compatible with the proposed project and the surrounding and abutting properties and their uses.

CONDITION FOR FINDING: That if any of the five (5) existing *Gleditsia triacanthos* (Honeylocust) trees under the overhead utilities are removed, they shall be replaced with a tree species from the McMinnville Street Tree List – Recommended Small Tree Species approved for planting under overhead wires.

17.57.070(B)(2). Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The use of small deciduous trees and evergreen shrubs strategically around the parking lot will provide screening of the parking lot and associated glare from the Highway 99W right-of-way and adjacent properties to the east and west. Retention of the existing mature trees along the NE 27th Street right-of-way, and the provision additional small trees and

evergreen shrubs will provide screening of the proposed commercial use from the surrounding residential neighborhood.

17.57.070(B)(3). *The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. Three (3) of the five (5) existing mature *Gleditsia triacanthos* (Honeylocust) trees found on the property along NE 27th Street are to be retained, and replacement trees for the two (2) to be removed will be planted. The existing trees are provided with a large surrounding landscape area to be provided with water.

17.57.070(B)(4). *The development and use of islands and plantings therein to break up parking areas.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #3. Although plantings and landscape areas at the endcaps of the parking aisles provide some relief of the heat island effect created by a paved parking area on the south side of a building, there are no internal parking lot islands that break up the parking area. The northern parking aisle has 12 consecutive parking spaces. Provision of a parking island and plantings therein would break up the long parking aisle. There appears to be room at the eastern end to expand the parking to mitigate the accommodation of an internal parking island without the loss of a parking space. Therefore, a condition of approval is recommended to require an internal parking lot island and planting therein in the northern parking aisle.

CONDITION FOR FINDING: That a parking lot island internal to the northern parking aisle and plantings therein shall be provided. Such landscaped islands shall have raised curbs, be a minimum five (5) feet in width, and shall contain at least one (1) deciduous tree.

17.57.070(B)(5). *The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. MMC Section 17.58.080 requires street trees to be planted at all new commercial development which has a designated curb-side planting strip. The sidewalk along Highway 99W is curb-tight, so there is no curb-side planting strip in the Highway 99W right-of-way. A sidewalk adjacent along NE 27th Street adjacent to the site is also curb-tight, but ends when the NE 27th Street right-of-way begins to slope down. A retaining wall replaces the sidewalk, so there is no curb-side planting strip along NE 27th Street. Therefore, street trees are not required because curb-side planting strips are not present adjacent to the subject site.

17.57.070(B)(6). *Suitable watering facilities or irrigation systems must be included in or near all planted areas.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The proposed landscape plan indicates that all landscape beds are to receive a fixed spray automatic irrigation system.

17.57.070(C) All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #6. A condition of approval will require that all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Chapter 17.61 Solid Waste and Recycling Enclosure Plan

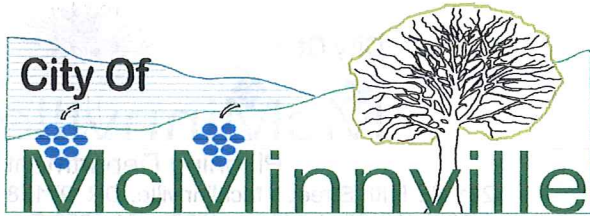
17.61.030(C) Any trash or recycling enclosure which is visible from the street must provide landscaping around three (3) sides of the structure. Climbing vines and screening shrubs or hedges are appropriate and landscaping must be a minimum of three-feet (3) in height at the time of planting.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #4. The trash and recycling enclosure is located at the northwest corner of the property, visible from the NE 27th Street right-of-way. The landscape plan indicates proposed planting on the north and east sides, the sides most visible from the adjacent right of way. Evergreen *Choisya ternata* (Mexican Mock Orange) shrubs and *Acer circinatum* (Vine Maple) trees are proposed. Access gates are located on the west side of the enclosure, and the south side of the enclosure is tight to the adjacent sidewalk, with no proposed landscaping. Therefore, a condition of approval is included to require landscaping be provided around a third side of the trash and recycling enclosure. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.

CONDITION FOR FINDING: That landscaping be provided around a third side of the trash and recycling enclosure. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.

JF



Planning Department
 231 NE Fifth Street • McMinnville, OR 97128
 (503) 434-7311 Office • (503) 474-4955 Fax
www.mcminnvilleoregon.gov

569-19-000 744-Plng

Office Use Only:	
File No.	<u>L 32-19</u>
Date Received	<u>12/23/19</u>
Fee	<u>\$801.35</u>
Receipt No.	_____
Received by	<u>JAF</u>

Landscape Plan Review Application

Applicant Information

Applicant is: Property Owner Contract Buyer Option Holder Agent Other Architect

Applicant Name Moore Architecture + Design, LLC Phone 503.784.5070

Contact Name Linda Cameron Phone _____
 (If different than above)

Address 2327 SW Market Street Drive

City, State, Zip Portland, Oregon

Contact Email Linda@moorearchdesign.com

Property Owner Information

Property Owner Name Hanish Basra & Jessie Basra Phone 503.583.0155
 (If different than above)

Contact Name _____ Phone _____

Address 2411 NE McDonald Lane

City, State, Zip McMinnville, OR 97128

Contact Email grb2425pro@gmail.com

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Property Address 2019 NE Hwy 99W, McMinnville Oregon 97128

Assessor Map No. R44 - 416- AA 01803 Total Site Area 17,577 SQFT

Subdivision -- Block -- Lot 01803

Comprehensive Plan Designation Commerical Zoning Designation C-3

Landscaping Information

- 1. Total Landscaped Area: 4,343 sf
- 2. Percent Landscaped: 24%
- 3. Building Floor Area:
New Structure: 4,492SF Existing Structure: - Addition: -
- 4. Architect Name Rob Stephenson Phone 503.434.0114
(Landscape Architect; Engineer; or Other Designer)
Contact Name _____ Phone _____
Address 105 NE Third Street
City, State, Zip McMinnville, OR 97128
Contact Email robertstephenson@me.com

In addition to this completed application, the applicant must provide the following:

- Two (2) copies of the proposed landscape plan containing the information listed in the information sheet and Chapter 17.57 (Landscaping) of the Zoning Ordinance.*
- Payment of the applicable review fee, which can be found on the Planning Department web page.*

I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.

Applicant's Signature

12.18.19

Date

Property Owner's Signature

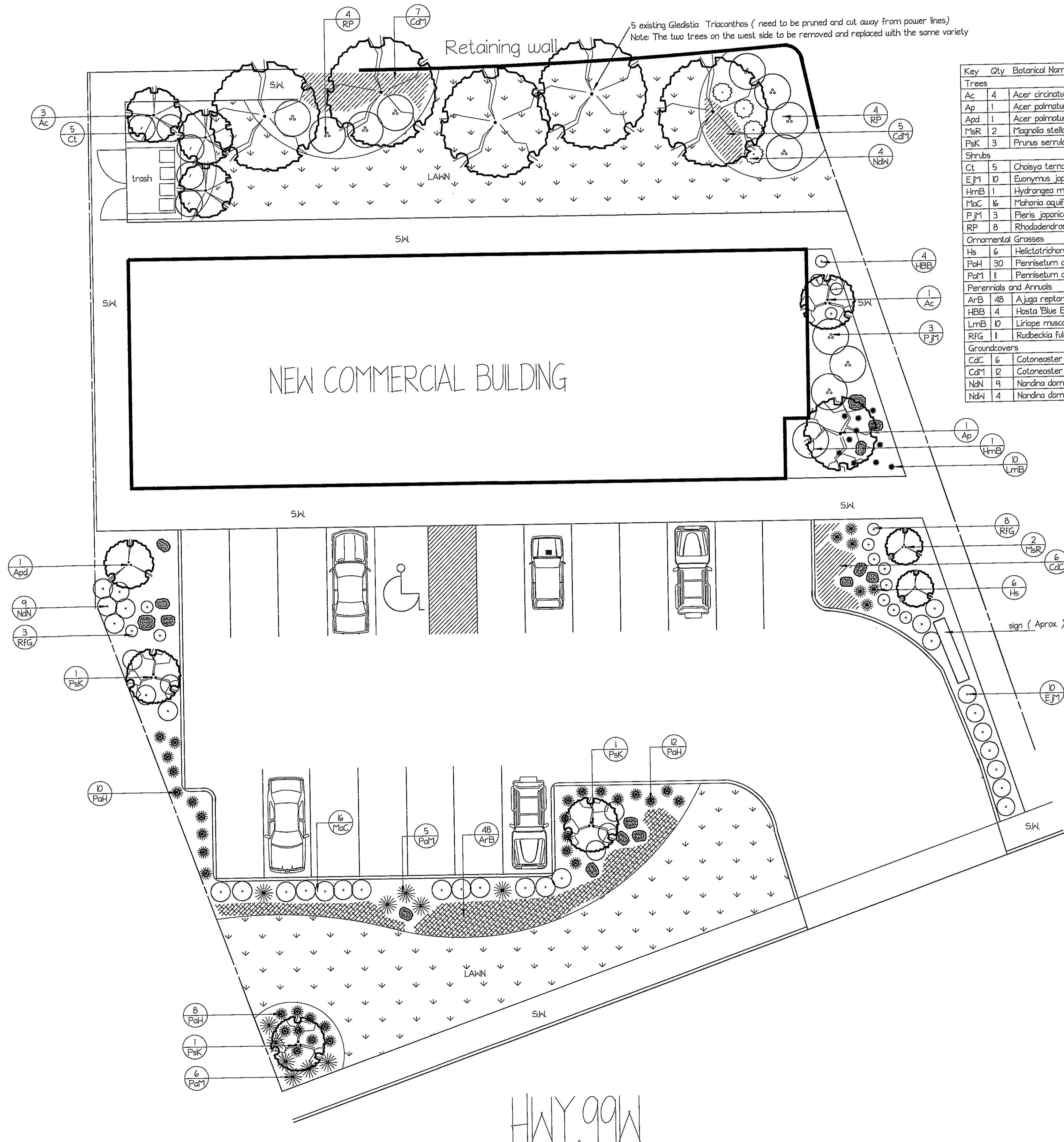
12.18.19

Date

27th St.

LANDSCAPE PLAN

PLANT LIST

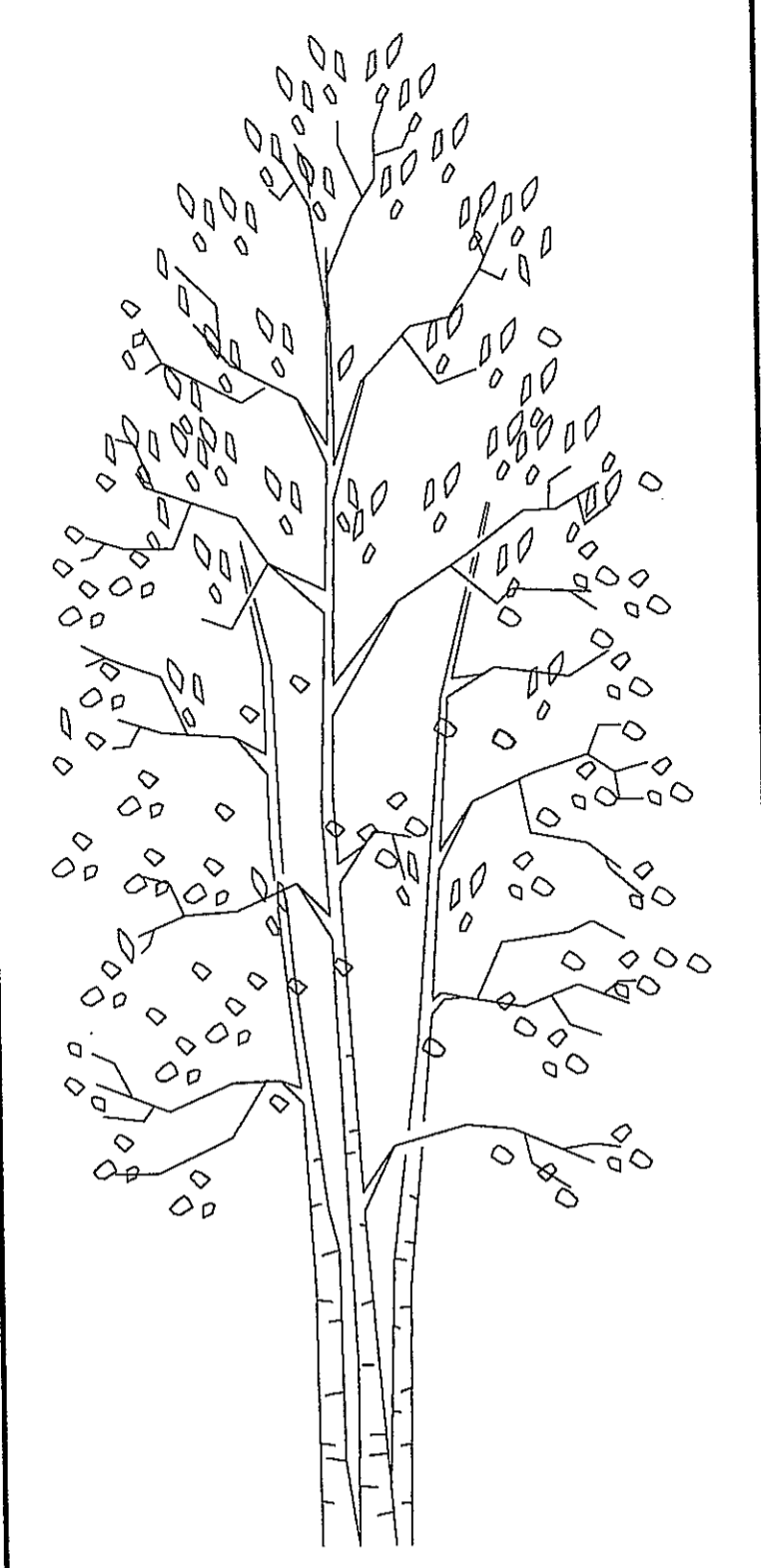


5 existing Gleditsia Triacanthos (need to be pruned and cut away from power lines)
 Note: The two trees on the west side to be removed and replaced with the same variety

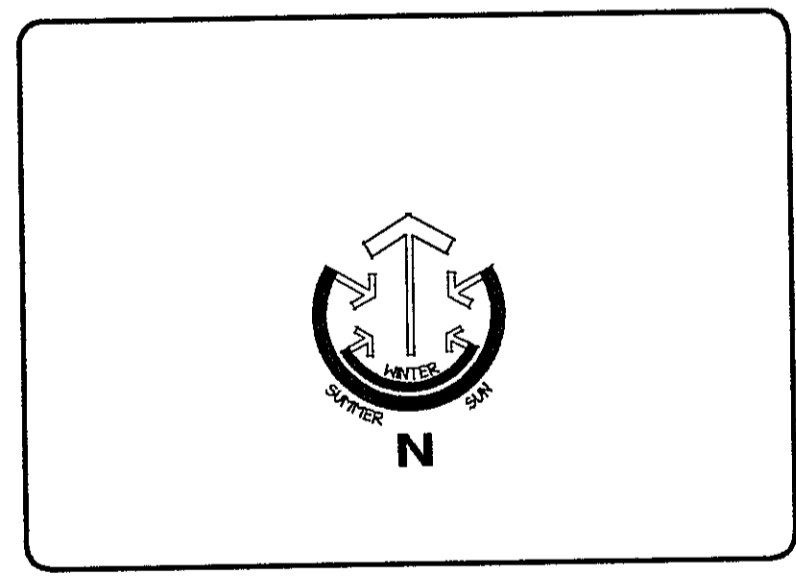
Key	Qty	Botanical Name	Common Name	Remarks
Trees				
Ac	4	Acer circinatum	VINE MAPLE	8-10' multi-stem
Ap	1	Acer palmatum	JAPANESE MAPLE Green	8-10'
Apd	1	Acer palmatum dissectum 'Crimson Queen'	CRIMSON QUEEN JAPANESE THREADLEAF MAPLE	24-36"
Msr	2	Magnolia stellata 'Rosea'	ROSEA STAR MAGNOLIA	4-5'
Psk	3	Prunus serrulata 'Kwanzan'	KWANZAN JAPANESE FLOWERING CHERRY	2' Cal.
Shrubs				
Ct	5	Choisya ternata	MEXICAN ORANGE	2-3 Gal.
EJM	10	Euonymus japonicus 'Microphyllus'	MICROPHYLLUS EVERGREEN EUONYMUS	2-3 Gal.
Hrb	1	Hydrangea macrophylla 'Blue Wave'	BLUE WAVE FLORESTS HYDRANGEA	2-3 Gal.
Mac	16	Mahonia aquifolium 'Compactum'	COMPACTUM OREGON HOLLY	2-3 Gal.
PjM	3	Pieris japonica 'Mt. Fire'	MT. FIRE JAPANESE PIERIS	2-3 Gal.
RP	8	Rhododendron PjM	PJM RHODODENDRON	2-3 Gal.
Ornamental Grasses				
Hs	6	Helictotrichon sempervirens	BLUE OATGRASS	1 Gal.
Pch	30	Pennisetum alopecuroides 'Hamelin'	HAMELIN FOUNTAIN GRASS	1 Gal.
Pch	1	Pennisetum alopecuroides 'Maudy'	MAUDRY FOUNTAIN GRASS	1 Gal.
Perennials and Annuals				
ArB	48	Ajuga reptans 'Burgundy Glow'	BURGUNDY GLOW BUGLE CARPET	1 Gal.
HBB	4	Hosta 'Blue Blazes'	BLUE BLAZES HOSTA	1 Gal.
Lmb	10	Liriope muscari 'Big Blue'	BIG BLUE LILY TURF	1 Gal.
RFG	1	Rudbeckia fulgida 'Goldsturm'	GOLDSTURM BLACK-EYED SUSAN	1 Gal.
Groundcovers				
CdC	6	Cotoneaster dammeri 'Coral Beauty'	CORAL BEAUTY COTONEASTER	1 Gal.
CdM	12	Cotoneaster dammeri 'Mooncreeper'	MOONCREEPER COTONEASTER	1 Gal.
Ndn	9	Nandina domestica 'Nana Purpurea'	NANA PURPUREA HEAVENLY BAMBOO	2-3 Gal.
Ndk	4	Nandina domestica 'Woods Red'	WOODS RED HEAVENLY BAMBOO	2-3 Gal.

Note: All beds shall be irrigated (fixed spray)
 Boulders shall be Camas Grey Basalt.

NOTES



No.	Date	Description



New Commercial Building
 209 NE HWY 99W
 McMinnville, Or.

Hanish Basra
 GRB Properties
 2411 NE McDonald Ln.
 McMinnville, Or. 97128

SCALE: 1" = 10'	PROJECT NO. 261-19
DRAWN BY: Rob Stephenson	SHEET NO. 1
CHECKED BY: R-HS	
DATE: Dec. 2019	
DATE OF PRINT:	

RECEIVED
 DEC 23 2019
 COMMUNITY DEVELOPMENT CENTER

HWY 99W



City of McMinnville
Planning Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311
www.mcminnvilleoregon.gov

EXHIBIT 3 - STAFF REPORT

DATE: February 19, 2020
TO: Landscape Review Committee Members
FROM: Jamie Fleckenstein, Associate Planner
SUBJECT: Agenda Item 4B – Landscape Plan Review Application (L 1-20)

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

OBJECTIVE/S: Strategically plan for short and long-term growth and development that will create enduring value for the community

Report in Brief:

An application for a landscape plan review (L 1-20) for landscaping for a proposed small, boutique-style hotel development in the Northeast Gateway District in northeast McMinnville to be reviewed by the Landscape Review Committee.

Background:

The application requests approval of a landscape plan (L 1-20) for the small, boutique-style hotel development in the Northeast Gateway District referred to as the Boutique Retreat.

The applicants and property owners, Kevin Kump and Sarita Springer, submitted a landscape plan associated with a building permit for development of the Boutique Retreat located at the northeast corner of NE Alpine Avenue and NE 9th Street. The subject property is more specifically described as Tax Lot 3001, Section 21BA, T. 4. S., R. 4 W., W.M. **See Figure 1 (Vicinity Map).** The property is zoned C-3PD (General Commercial Planned Development). **See Figure 2 (Zoning Map).**

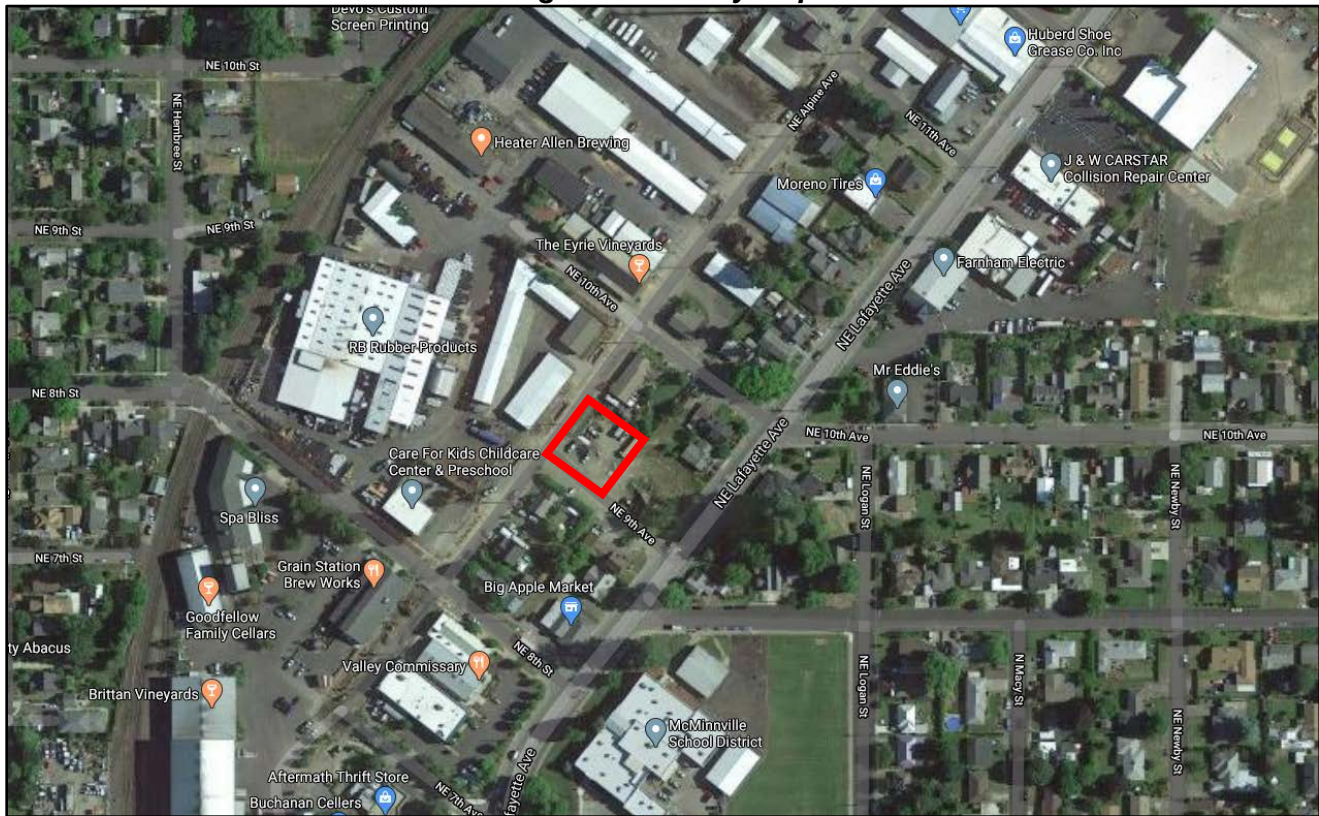
The site is currently undeveloped. Adjacent property to the east along NE 9th Street is commercially zoned and currently undeveloped as well. Adjacent properties north and south of the subject site along NE Alpine Avenue are commercially zoned with single family dwellings present on the lots. West of the subject property, across NE Alpine Avenue, is the industrially zoned RB Rubber Products manufacturing facility. The subject site and surrounding properties are within the Northeast Gateway District, a mixed-use, pedestrian-oriented neighborhood in northeast McMinnville. **See Figure 3 (Existing Conditions).**

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at NE Alpine Avenue & NE 9th Street
Attachment B – Application Materials

The site plan features eight (8) custom, modular cottages for guest lodging and one (1) office for public relations and business operations. The interior of the site features access walkways to the cottages and community gathering spaces. The landscape plan addresses landscaping for the entire site. **See Figure 4 (Landscape Plan) and Figure 5 (Plant Schedule).**

Figure 1: Vicinity Map



Attachments:

- Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at NE Alpine Avenue & NE 9th Street*
- Attachment B – Application Materials*

Figure 2: Zoning Map

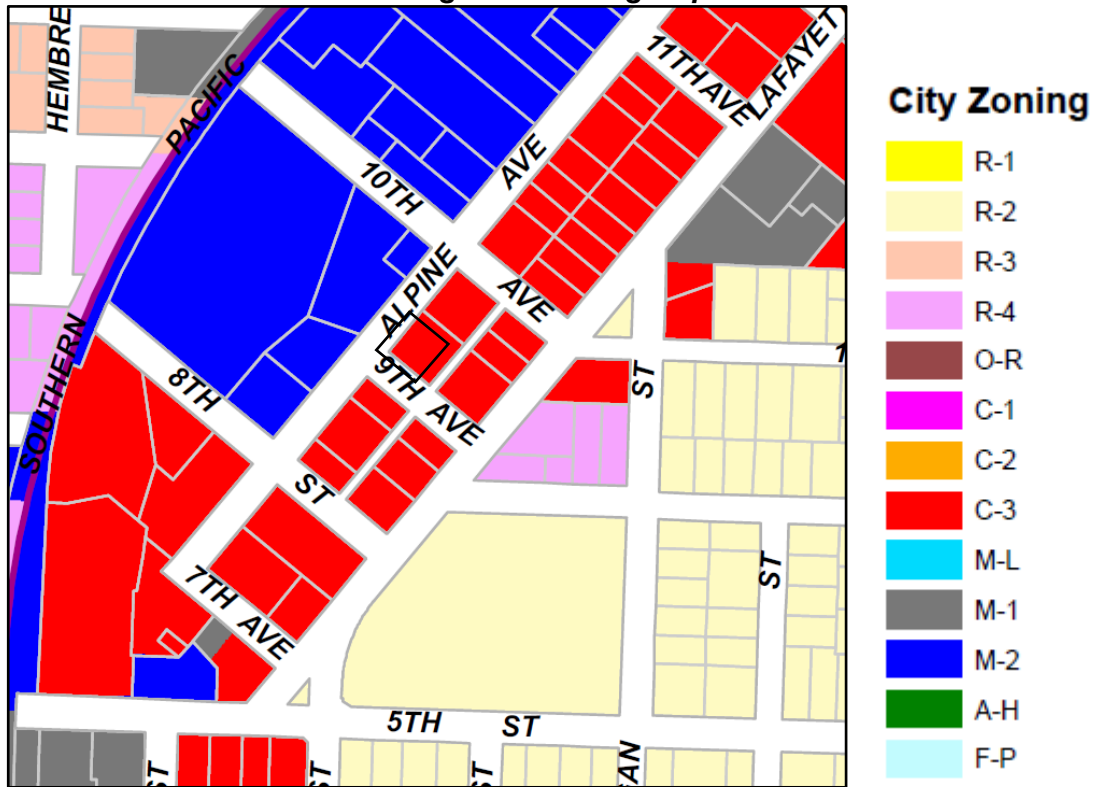


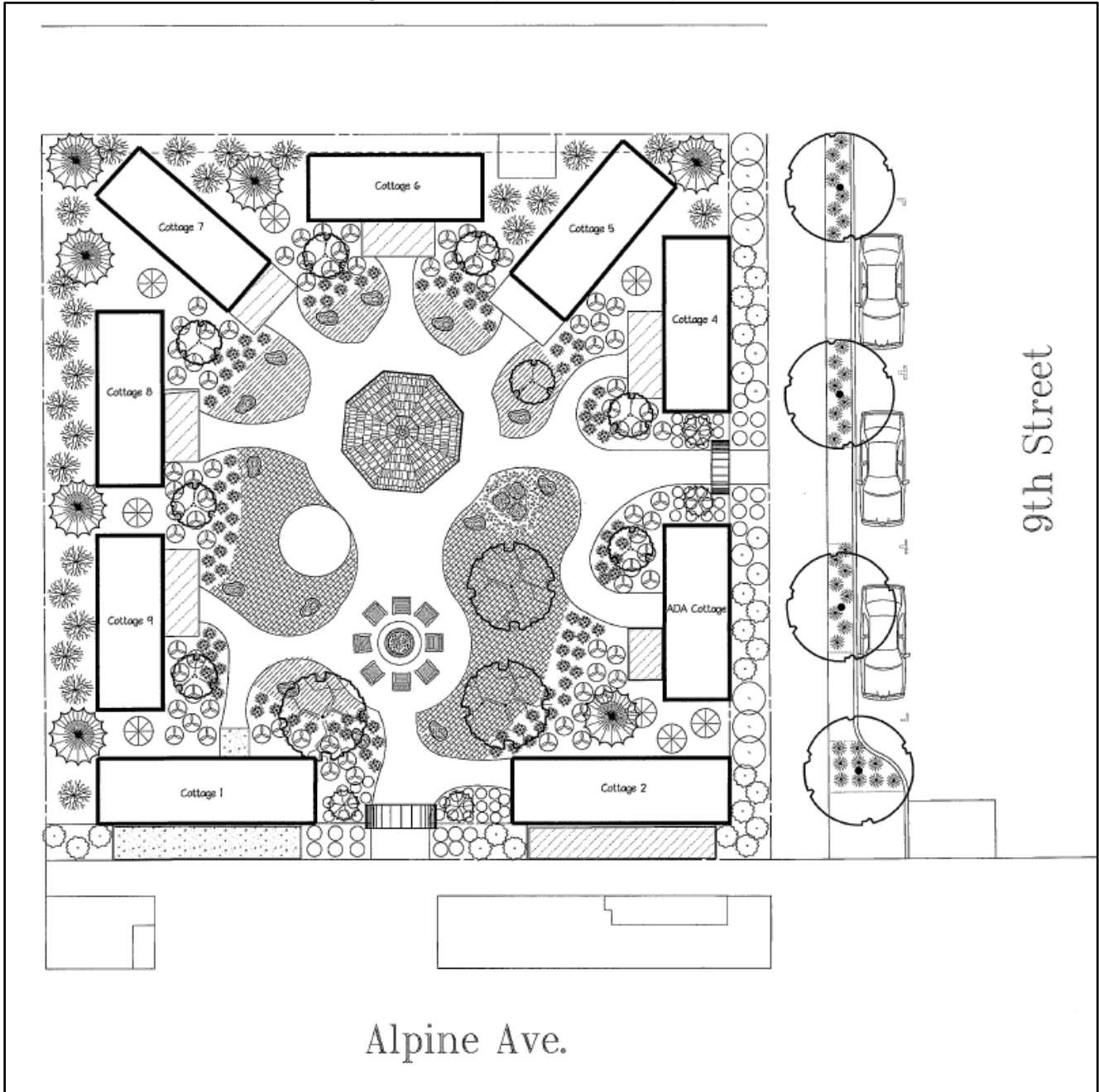
Figure 3: Existing Conditions (looking S from Alpine Avenue)



Attachments:

- Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at NE Alpine Avenue & NE 9th Street
- Attachment B – Application Materials

Figure 4: Proposed Landscape Plan




















Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at NE Alpine Avenue & NE 9th Street

Attachment B – Application Materials

Figure 5: Proposed Plant Schedule

Trees:		
	Acer rubrum 'Franksred'	2" Cal.
	Chamaecyparis nookatensis 'Pendula'	8-10'
	Cercis canadensis 'Forest Pansey'	2" Cal.
	Acer palmatum 'Sango Kaku'	7-8'
	Cupressus sempervirens	8-10'
Shrubs and Perennials		
	Salix purpurea 'Nand'	5 gal.
	Rhododendron 'Annah Krutskie'	5 gal.
	Berberis thunbergii 'Aurea'	5 gal.
	Daphne odora 'Auro Marginata'	5 gal.
	Viburnum davidii	3 gal.
	Lavandula angustifolia 'Hidcote'	3 gal.
	Genista lydia	3 gal.
	Pennisetum alopecuroides 'Little Bunny'	1 gal.
	Hemerocallis 'Stella dOro'	1 gal.
Groundcovers		
	Vinca minor	1 gal. 18" OC
	Arctostaphylos uva-ursi 'Massachusetts'	1 gal. 18" OC
	500-100 lb Camas Grey Boulders	

Discussion:

Decisions and/or recommendations for both land-use applications are dependent upon whether or not the applications meet state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code (MMC). The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria. Attached is the decision document that provides the Findings of Fact and Conclusionary Findings for the land-use application. This document outlines the legal findings on whether or not each application meets the applicable criteria and whether or not there are conditions of approval that if achieved put the application in compliance with the criteria.

Applicable Review Criteria

The subject site is zoned C-3PD (General Commercial Planned Development). The Northeast Gateway District Planned Development Ordinance is applicable as an overlay to the commercial zoning of the site, and requires landscaping subject to the standards outlined in McMinnville Municipal Code (MMC) Chapter 17.57-Landscaping. MMC Section 17.57.030 requires landscaping in the C-3 zone, therefore landscaping is required.

Attachments:

- Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at NE Alpine Avenue & NE 9th Street
- Attachment B – Application Materials

MMC Section 17.58.080 requires street trees to be planted at all new commercial development which has a designated curb-side planting strip. NE Alpine Avenue is developed as a festival street, and does not have traditional sidewalks and curbside planter strips. Therefore, street trees are not required along NE Alpine Avenue. NE 9th Street will be improved with curb and gutter, curbside planter strip, and sidewalks as part of the development. Therefore, street trees will be required within the NE 9th Street right-of-way along the property’s frontage.

The Landscape Plan Review (L 1-20) request is subject to the planning factors in Section 17.57.070 of the MMC, including a requirement to provide landscaping at a minimum of seven (7) percent of the gross area. Additionally, the Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.
2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.
3. The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.
4. The development and use of islands and plantings therein to break up parking areas.
5. The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.
6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

Analysis of Landscape Plan Review Request

The applicant’s landscape plan proposes a large percentage of landscaping on the site (approximately 51 percent) which is considerably more landscaping than required. Groupings of trees and shrubs meet many of the planning factors above and help achieve the purpose of the landscape chapter of MMC. Specifically, the plan features planting along the Alpine Avenue and 9th Street public rights-of-way, planting to provide screening from the residential use to the north, and interior landscaping around site walkways and outdoor gathering spaces.

Below is a table summarizing the application’s compliance with critical criteria. The Decision Document for the land-use application has the detailed analysis and findings for this compliance:

Issue	Notes	Condition to Help Meet Criteria
Compatibility with the project and surrounding properties and uses	<ul style="list-style-type: none"> • Landscaping proposed around site perimeter provides pedestrian interest, site visibility where appropriate, screening where appropriate • Street trees provided on 9th Street 	N/A

Attachments:

- Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at NE Alpine Avenue & NE 9th Street*
- Attachment B – Application Materials*

Issue	Notes	Condition to Help Meet Criteria
Screening the proposed use	<ul style="list-style-type: none"> • NE Gateway Overlay requires low planting along ROWs to maintain visibility into site • Residential use to the north is screened by trees and other planting 	N/A
Retention of existing trees	<ul style="list-style-type: none"> • No existing trees on site 	N/A
Parking lot islands and planting	<ul style="list-style-type: none"> • No off-street parking is provided on-site 	N/A
Use of suitable street trees	<ul style="list-style-type: none"> • <i>Acer rubrum</i> 'Franksred' (Red Sunset Red Maple) proposed as a street tree within the NE 9th Street right-of-way. 	N/A
Irrigation system or water facilities	<ul style="list-style-type: none"> • Landscape areas to receive automatic irrigation system. 	N/A
Landscaping req'd around trash enclosure	<ul style="list-style-type: none"> • Landscaping not provided on 3 sides of trash enclosure 	<i>Condition of Approval #3:</i> Requires planting on third side of trash enclosure
NE Gateway District Landscape Standards	<ul style="list-style-type: none"> • Planting along ROW is not site obscuring • Lighting not indicated on landscape plan 	<i>Condition of Approval #4:</i> Requires landscape lighting to be direct into the site and away from property lines

Staff-Suggested Conditions of Approval

1. That the applicant shall install landscaping as shown on the landscape plan submitted to the Planning Department on January 2, 2019.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to any planting excavation to ensure that underground utilities are not damaged.
3. That landscaping be provided around a third side of the trash and recycling enclosure. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.
4. That lighting of landscaped areas be directed into or on the site and away from property lines. Building accent lighting shall be directed and/or shielded to place light on the intended target, and not result in skyward glare.

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at NE Alpine Avenue & NE 9th Street

Attachment B – Application Materials

5. That the applicant shall maintain proper clearances around the existing and future water and electrical services that will be located on the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
6. That planting of street trees shall be subject to the design drawings and specification developed by the City in May 2014. The applicant shall provide root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of the tree and the curb side of the tree. The root barrier protection shall be placed in 10-foot lengths, centered on the tree, and to a depth of eighteen (18) inches. In addition, street trees shall be provided with two (2) deep watering tubes to promote deep root growth.
7. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
8. That all street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade. All trees shall be healthy grown nursery stock with a single straight trunk, a well-developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.
9. That the applicant shall schedule an inspection with the McMinnville Public Works Superintendent of the installed root barrier and water tubes prior to any street tree planting. Trees intended for planting shall be on-site and available for inspection. The applicant shall contact the McMinnville Public Works Superintendent, at (503) 434-7316 to schedule a planting inspection prior to backfilling.
10. That all street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.
11. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Fiscal Impact:

None.

Landscape Review Committee Options:

- 1) **APPROVE** the application, per the decision document provided which includes the findings of fact and conditions of approval.

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at NE Alpine Avenue & NE 9th Street

Attachment B – Application Materials

- 2) **APPROVE** the application with additional conditions of approval, providing findings of fact for the inclusion of additional conditions.
- 3) **CONTINUE** the application, requesting the applicant to submit more information or details for review.
- 4) **DENY** the application, providing findings of fact for the denial in the motion to deny.

Staff Recommendation:

Staff has reviewed the application for consistency with the applicable criteria. Staff finds that, subject to the recommended conditions specified in the attached Decision Document, the application submitted by the applicant contains sufficient evidence to find the applicable criteria are satisfied.

Staff **RECOMMENDS APPROVAL** of the application, subject to the conditions specified in the attached Decision Document.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, I MOVE THAT THE LANDSCAPE REVIEW COMMITTEE APPROVE THE DECISION DOCUMENT AND APPROVE THE LANDSCAPE PLAN REVIEW APPLICATION L 1-20 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT.

JF

Attachments:

- Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at NE Alpine Avenue & NE 9th Street*
- Attachment B – Application Materials*



**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

503-434-7311
www.mcminnvilleoregon.gov

DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN REVIEW AT NE ALPINE AVENUE & NE 9TH STREET

- DOCKET:** L 1-20 (Landscape Plan)
- REQUEST:** Approval of a Landscape Plan for the Boutique Retreat
- LOCATION:** NE Alpine Avenue & NE 9th Street (Tax Lot 3001, Section 21BA, T. 4. S., R. 4 W., W.M.)
- ZONING:** C-3PD (General Commercial Planned Development)
- APPLICANT:** Kevin Kump & Sarita Springer, property owners
- STAFF:** Jamie Fleckenstein, PLA, Associate Planner
- DATE DEEMED COMPLETE:** January 21, 2019
- HEARINGS BODY & ACTION:** McMinnville Landscape Review Committee makes a recommendation of approval or denial to the Planning Director.
- HEARING DATE & LOCATION:** February 19, 2020, Community Development Center, 231 NE 5th Street, McMinnville, Oregon
- PROCEDURE:** Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.
- CRITERIA:** The applicable criteria are specified in Section 17.57.070 (Area Determination – Planning factors) of the McMinnville Zoning Ordinance, McMinnville City Code.
- APPEAL:** The decision may be appealed within 15 days of the date the decision is mailed as specified in Section 17.57.170 of the McMinnville Zoning Ordinance.
- COMMENTS:** This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Their comments are provided in this document. No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

DECISION

Based on the findings and conclusionary findings, the Landscape Review Committee finds the applicable criteria are satisfied with conditions and recommends **APPROVAL** of the Landscape Plan (L 1-20) **subject to the conditions of approval provided in this document.**

////////////////////////////////////
DECISION: APPROVAL WITH CONDITIONS
////////////////////////////////////

Planning Staff: _____
Jamie Fleckenstein, Associate Planner

Date: February 19, 2020

Planning Department: _____
Heather Richards, Planning Director

Date: February 19, 2020

I. APPLICATION SUMMARY:

Subject Property & Request

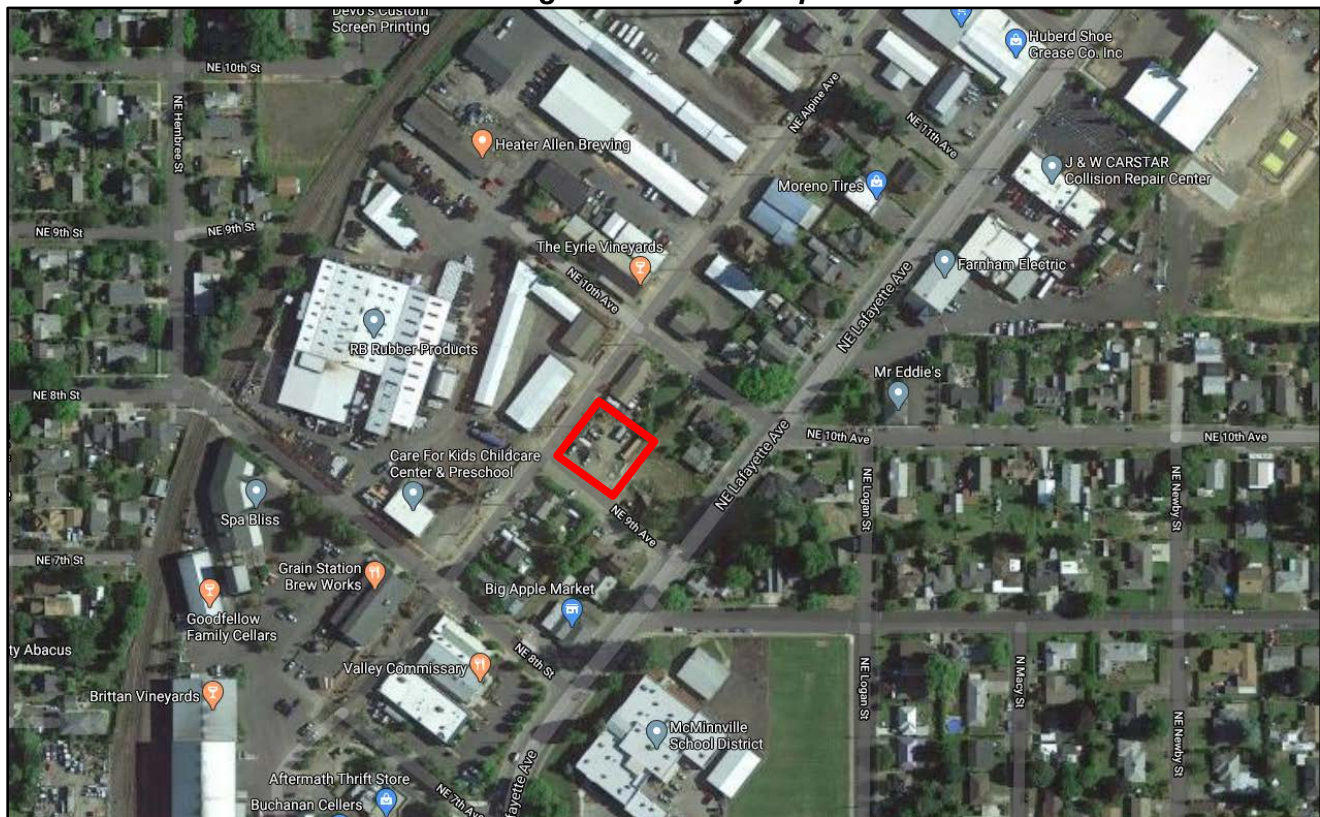
The application requests approval of a landscape plan (L 1-20) for the small, boutique-style hotel development in the Northeast Gateway District referred to as the Boutique Retreat.

The applicants and property owners, Kevin Kump and Sarita Springer, submitted a landscape plan associated with a building permit for development of the Boutique Retreat located at the northeast corner of NE Alpine Avenue and NE 9th Street. The subject property is more specifically described as Tax Lot 3001, Section 21BA, T. 4. S., R. 4 W., W.M. **See Figure 1 (Vicinity Map).** The property is zoned C-3PD (General Commercial Planned Development). **See Figure 2 (Zoning Map).**

The site is currently undeveloped. Adjacent property to the east along NE 9th Street is commercially zoned and currently undeveloped as well. Adjacent properties north and south of the subject site along NE Alpine Avenue are commercially zoned with single family dwellings present on the lots. West of the subject property, across NE Alpine Avenue, is the industrially zoned RB Rubber Products manufacturing facility. The subject site and surrounding properties are within the Northeast Gateway District, a mixed-use, pedestrian-oriented neighborhood in northeast McMinnville. **See Figure 3 (Existing Conditions).**

The site plan features eight (8) custom, modular cottages for guest lodging and one (1) office for public relations and business operations. The interior of the site features access walkways to the cottages and community gathering spaces. The landscape plan addresses landscaping for the entire site. **See Figure 4 (Landscape Plan) and Figure 5 (Plant Schedule).**

Figure 1: Vicinity Map



Attachments:

Attachment 1 – Application and Attachments

Figure 2: Zoning Map

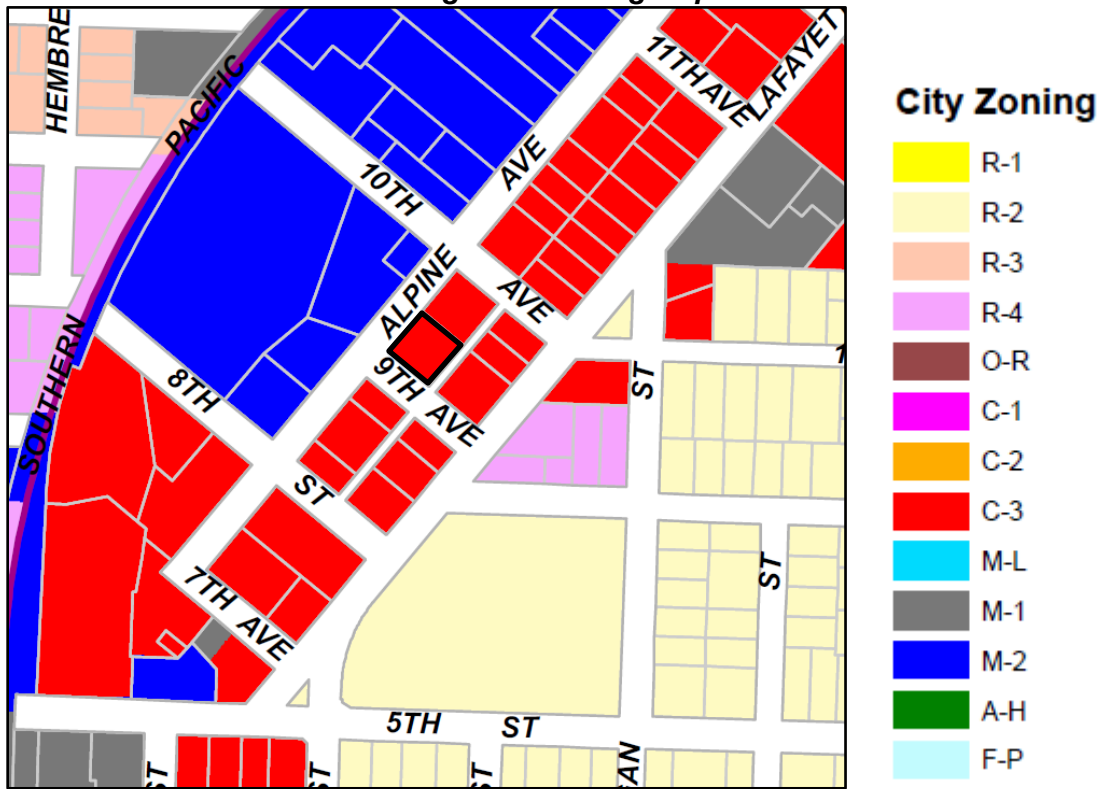


Figure 3: Existing Conditions (looking S from Alpine Avenue)



Figure 4: Proposed Landscape Plan

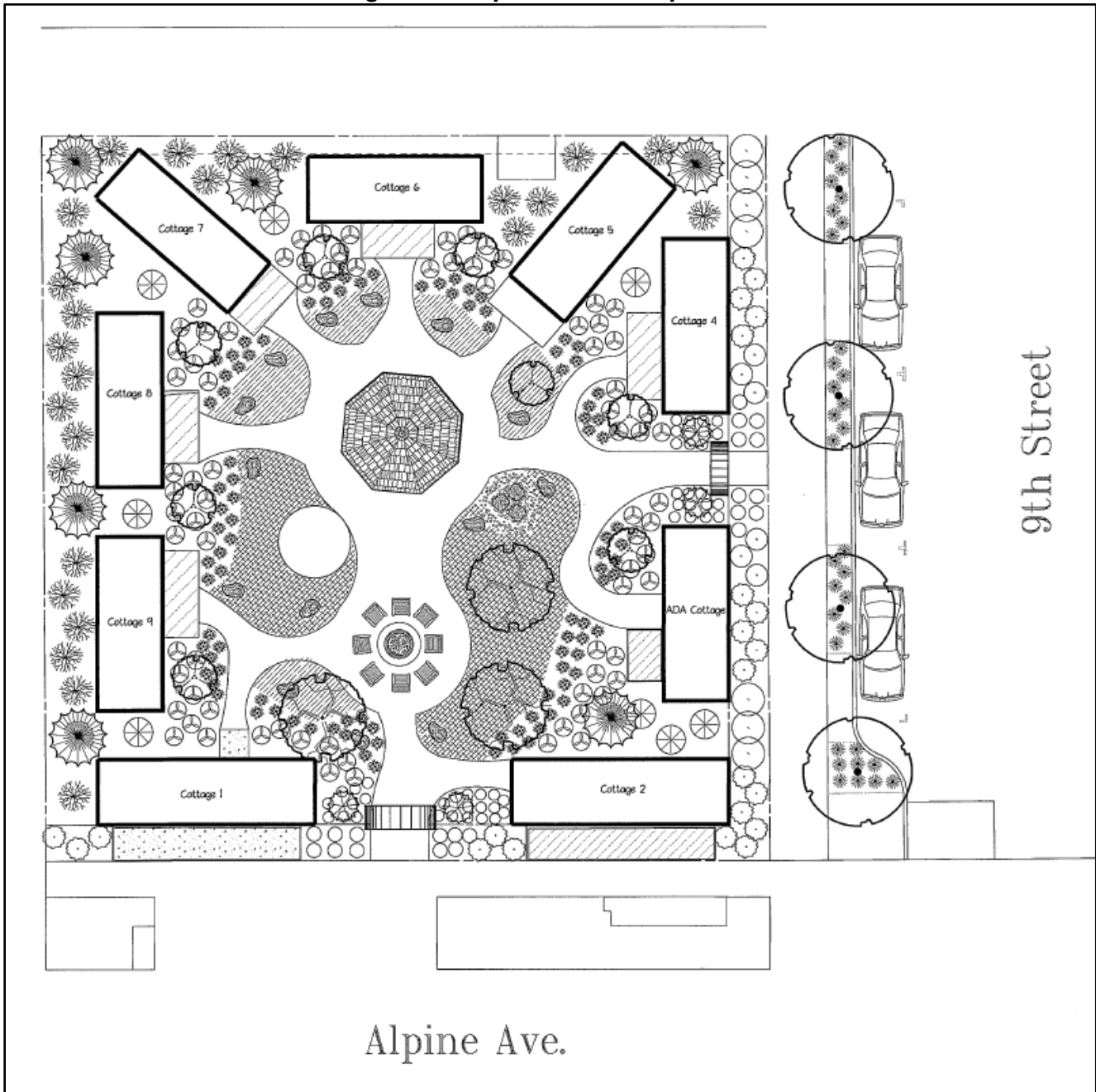



















Figure 5: Proposed Plant Schedule

Trees:		
	Acer rubrum 'Franksred'	2" Cal.
	Chamaecyparis nookatensis 'Pendula'	8-10'
	Cercis canadensis 'Forest Pansey'	2" Cal.
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	Genista lydia	3 gal.
	Pennisetum alopecuroides 'Little Bunny'	1 gal.
	Hemerocallis 'Stella d'Oro'	1 gal.
Groundcovers		
	Vinca minor	1 gal. 18" OC
	Arctostaphylos uva-ursi 'Massachusetts'	1 gal. 18" OC
	500-100 lb Camas Grey Boulders	

Summary of Criteria & Issues

Decisions and/or recommendations for approval of the land use application is dependent upon whether or not the application meets state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code. The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria.

The subject site is zoned C-3PD (General Commercial Planned Development). The Northeast Gateway District Planned Development Ordinance is applicable as an overlay to the commercial zoning of the site, and requires landscaping subject to the standards outlined in McMinnville Municipal Code (MMC) Chapter 17.57-Landscaping. MMC Section 17.57.030 requires landscaping in the C-3 zone, therefore landscaping is required.

MMC Section 17.58.080 requires street trees to be planted at all new commercial development which has a designated curb-side planting strip. NE Alpine Avenue is developed as a festival street, and does not have traditional sidewalks and curbside planter strips. Therefore, street trees are not required along NE Alpine Avenue. NE 9th Street will be improved with curb and gutter, curbside planter strip, and sidewalks as part of the development. Therefore, street trees will be required within the NE 9th Street right-of-way along the property's frontage.

Attachments:

Attachment 1 – Application and Attachments

II. CONDITIONS:

1. That the applicant shall install landscaping as shown on the landscape plan submitted to the Planning Department on January 2, 2019.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to any planting excavation to ensure that underground utilities are not damaged.
3. That landscaping be provided around a third side of the trash and recycling enclosure. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.
4. That lighting of landscaped areas be directed into or on the site and away from property lines. Building accent lighting shall be directed and/or shielded to place light on the intended target, and not result in skyward glare.
5. That the applicant shall maintain proper clearances around the existing and future water and electrical services that will be located on the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
6. That planting of street trees shall be subject to the design drawings and specification developed by the City in May 2014. The applicant shall provide root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of the tree and the curb side of the tree. The root barrier protection shall be placed in 10-foot lengths, centered on the tree, and to a depth of eighteen (18) inches. In addition, street trees shall be provided with two (2) deep watering tubes to promote deep root growth.
7. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
8. That all street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade. All trees shall be healthy grown nursery stock with a single straight trunk, a well-developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.
9. That the applicant shall schedule an inspection with the McMinnville Public Works Superintendent of the installed root barrier and water tubes prior to any street tree planting. Trees intended for planting shall be on-site and available for inspection. The applicant shall contact the McMinnville Public Works Superintendent, at (503) 434-7316 to schedule a planting inspection prior to backfilling.
10. That all street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.
11. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Attachments:

Attachment 1 – Application and Attachments

III. ATTACHMENTS:

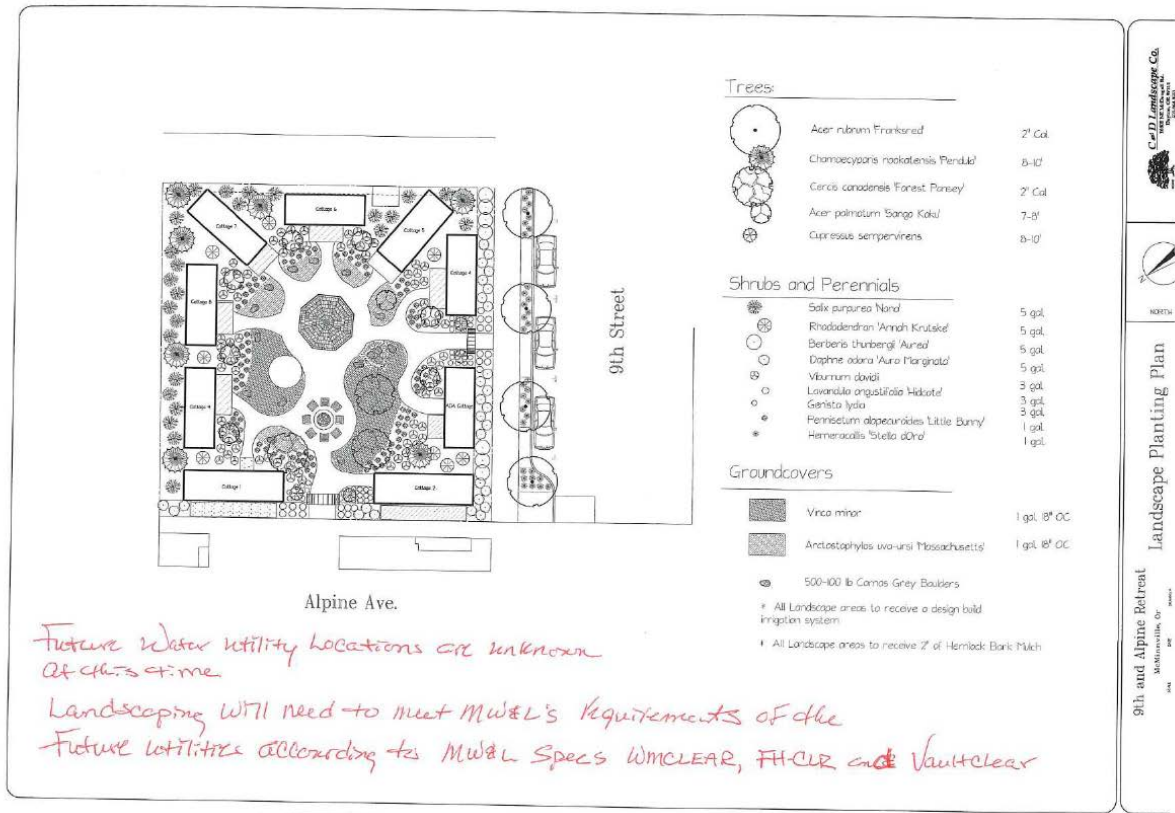
1. L 1-20 Application and Attachments (on file with the Planning Department)

IV. COMMENTS:

Agency Comments

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. The following comments have been received:

- McMinnville Water and Light:



Final [power] meter locations may require some landscaping to be relocated based on minimum clearances.

- McMinnville Public Works Department:

Site Review

1. The existing site is located at the southeast corner of the intersection of 9th and Alpine in NE McMinnville. 9th Street is currently an unimproved street in a 60' right of way.
2. There are no overhead power and communication facility conflicts on the north side of 9th. There are overhead conflicts on the east side of Alpine.

Submittal Review

1. The submitted landscaping plan shows acer rubrum "Franksred" red maple as a street tree. This is a proven street tree choice that is on the City's street tree list.

Attachments:

Attachment 1 – Application and Attachments

2. The submitted plan also shows a dwarf arctic willow shrub planted in the right of way. While not opposed to this element, the applicant should be reminded that vegetation in the right of way is to be maintained by the adjoining property owner, not the City.
3. The remainder of the plantings appear to be on private property, and as such are not within our purview.

Recommendations

1. We would recommend approval of this application.
2. The applicant should be reminded that street trees shall not be planted:
 - a. Within 10' of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines
 - b. Within 20' of street light standards or street intersections
 - c. Within 5' of a private driveway
3. All street trees shall be planted as per the City's approved detail.
4. Applicant to obtain utility locates prior to any planting excavations.
5. Applicant to contact Public Works (503.434.7316) for an inspection prior to backfilling any planted tree.
6. All trees shall be 2" caliper minimum.

Public Comments

No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the Planning Director's decision.

V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. Kevin Kump and Sarita Springer, property owners, submitted a landscape plan review application on January 2, 2020.
2. The application was deemed complete on January 21, 2020.
3. Notice of the application was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments received from public agencies are addressed in the Decision Document.
4. No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the public meeting.
5. A public meeting was held by the Landscape Review Committee on February 19, 2020 to review the application and proposed landscape plan.

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** NE Alpine Avenue & NE 9th Street (Tax Lot 3001, Section 21BA, T. 4. S., R. 4 W., W.M.)
2. **Size:** 10,000 square feet (0.23 acres)

Attachments:

Attachment 1 – Application and Attachments

3. **Comprehensive Plan Map Designation:** Commercial
4. **Zoning:** C-3PD (General Commercial Planned Development)
5. **Overlay Zones/Special Districts:** Northeast Gateway District Planned Development Overlay
6. **Current Use:** Undeveloped
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** None
 - b. **Other:** None identified
8. **Other Features:**
 - a. **Slope:** The site is relatively flat.
 - b. **Trees:** None.
9. **Utilities:**
 - a. **Water:** Water service is available to the subject site.
 - b. **Electric:** Power service is available to the subject site.
 - c. **Sewer:** Sanitary sewer service is available to the subject site.
 - d. **Stormwater:** Storm sewer service is available to the subject site.
 - e. **Other Services:** Other utility services are available to the subject site. Northwest Natural Gas and Comcast is available to serve the site. Overhead utilities are present on the east side of Alpine Avenue.
10. **Transportation:** The site is adjacent to NE 9th Street to the south, which is classified as a local street in the McMinnville Transportation System Plan. The site is also adjacent to NE Alpine Avenue to the west, which is classified as a local street in the McMinnville Transportation System Plan.

VII. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria for a Landscape Plan Review are specified in Section 17.57.070 of the Zoning Ordinance.

In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. "Proposals" specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests.

Comprehensive Plan Volume II:

The following Goals, Policies, and Proposals from Volume II of the Comprehensive Plan provide criteria applicable to this request:

The implementation of most goals, policies, and proposals as they apply to this application are accomplished through the provisions, procedures, and standards in the city codes and master plans, which are sufficient to adequately address applicable goals, policies, and proposals as they apply to this application.

The following additional findings are made relating to specific Goals and Policies:

Attachments:

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GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMINNVILLE.

Policy 188.00: The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville Landscape Review Committee review of the request and recommendation at an advertised public meeting. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

McMinnville Zoning Ordinance

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) provide criteria applicable to the request:

Chapter 17.57 Landscaping

17.57.010 Purpose and intent. The purpose and intent of this Chapter is to encourage and, where appropriate, require the use of landscape elements, particularly plant materials, in proposed developments in an organized and harmonious manner that will enhance, protect and promote the economic, ecological and aesthetic environment of McMinnville. Landscaping is considered by McMinnville to be an integral part of a complete comprehensive development plan. [...]

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The landscape plan as proposed and with any required conditions would enhance the appearance of the city and will benefit the economic, ecological, and aesthetic environment of the city. The landscape plan as proposed generally meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below.

17.57.030 Zones where required. Landscaping shall be required in the following zones except as otherwise noted: [...]

D. C-3 (General Commercial zone).

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The subject site is zoned C-3 (General Commercial), and landscaping is being provided as required.

17.57.070 Area Determination – Planning Factors.

17.57.070(A). Landscaping shall be accomplished within the following ranges:

2. Commercial, at least seven percent of the gross area. This may be reduced to not less than five percent upon approval of the review committee. (The gross area to be landscaped may only be reduced by the review committee if there is a showing by the applicant that the intent and purpose of this chapter and subsection B of this section are met.)

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The application indicates the following Percent Landscaped for the proposed multiple-family development:

	Total Area (s.f.)	Landscape Provided (s.f.)	Percentage
Proposed Development	10,000	10,000	51%

The measurement provided for the amount of landscaping provided appears to be a clerical error. Based on review of the landscape plan, the City concurs with the percentage of landscaping provided. The proposed landscaping exceeds the seven (7) percent minimum landscaping requirement for commercial development.

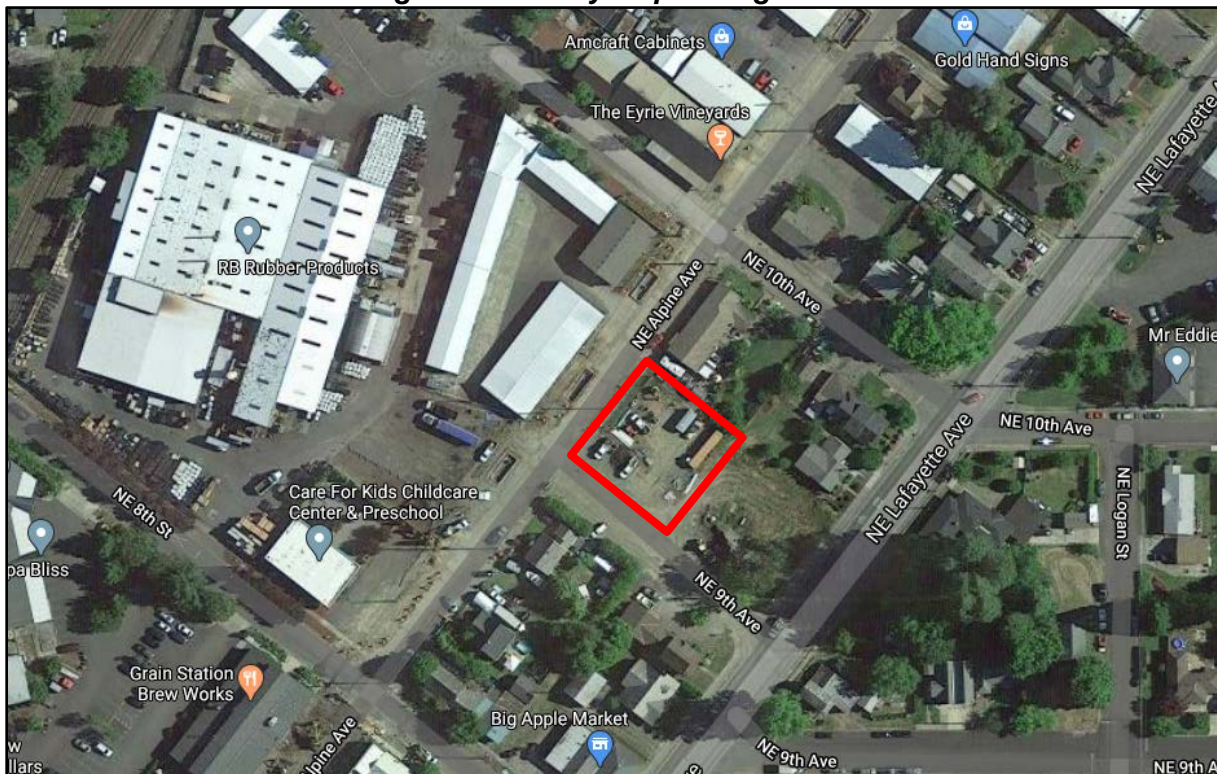
17.57.070(B). The following factors shall be considered by the applicant when planning the landscaping in order to accomplish the purpose set out in Section 17.57.010. The Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:

17.57.070(B)(1). *Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.*

APPLICANT’S RESPONSE: None.

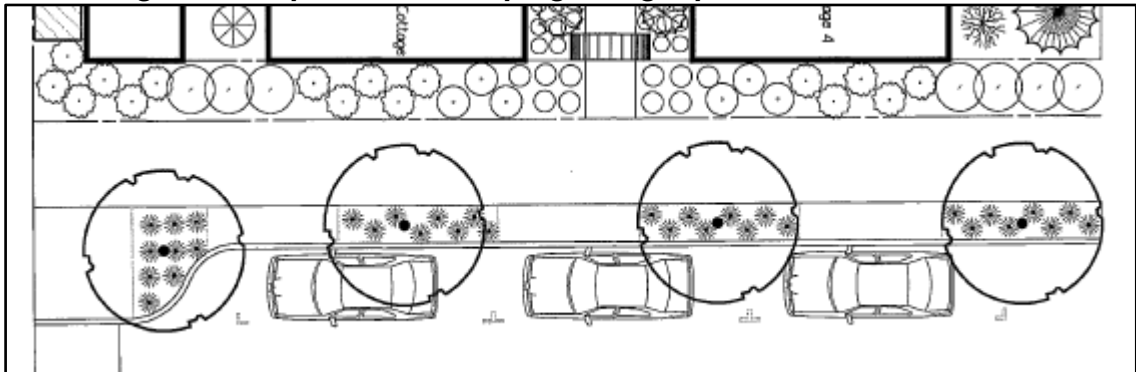
FINDING: SATISFIED. The proposed project is the development small, boutique-style hotel in the Northeast Gateway District referred to as the Boutique Retreat, featuring eight (8) custom, modular cottages for guest lodging and one (1) office for public relations and business operations around the perimeter of the site. The interior of the site features access walkways to the cottages and community gathering spaces. Adjacent properties to the north and south in residential use. The property to the east is commercially zoned but undeveloped. The adjacent properties to the west is industrially zoned and developed. **See Figure 6 (Vicinity Map Enlargement).**

Figure 6: Vicinity Map Enlargement



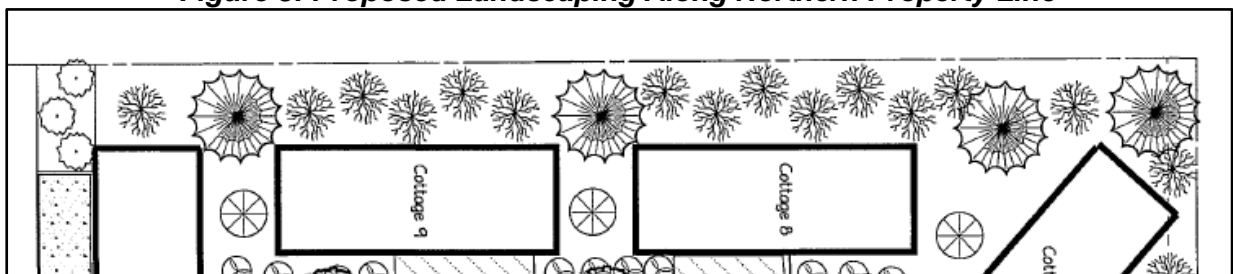
The proposed landscape plan features planting along the Alpine Avenue and 9th Street public rights-of-way (**Figure 7**), planting to provide screening from the residential use to the north (**Figure 8**), and interior landscaping around site walkways and outdoor gathering spaces (**Figure 9**).

Figure 7: Proposed Landscaping Along Alpine Avenue & 9th Street

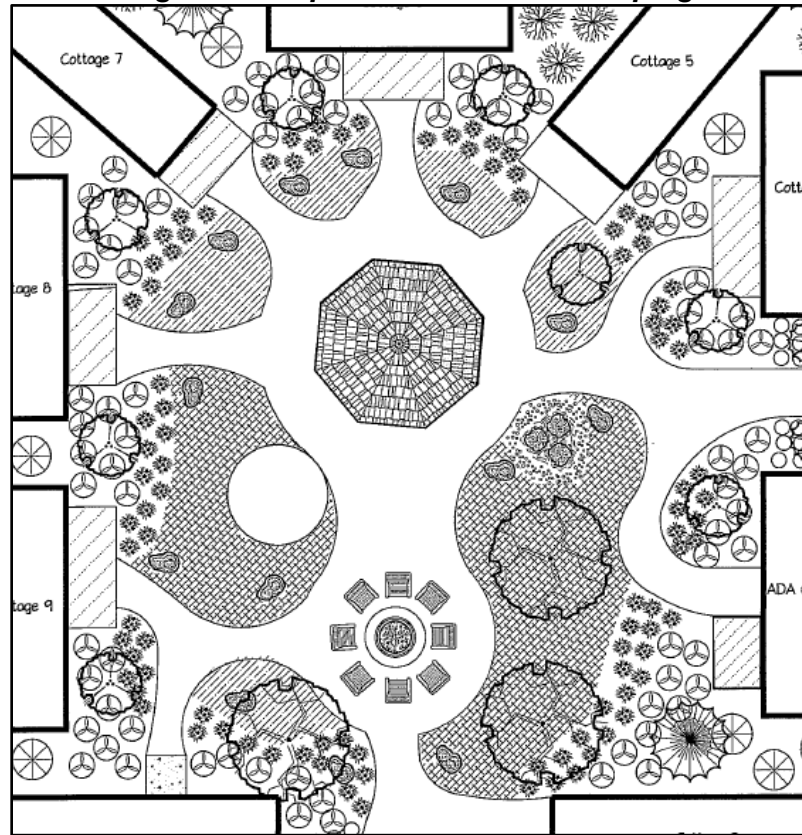


In the planter strip in the 9th Street right-of-way, *Acer rubrum* 'Franksred' (Red Sunset Red Maple) are proposed as street trees, with the small flowering perennial *Hemerocallis* 'Stella D'Oro' (Stella D'Oro Daylily) in the tree wells. Red Sunset Red Maple is a recommended medium street tree on the McMinnville Street Tree List. Between the right-of-way and the front building line of the cottages along both 9th Street and Alpine Avenue are planting areas with a combination of lower growing shrubs, including deciduous *Berberis thunbergii* 'Aurea' (Aurea Japanese Barberry), and evergreens *Daphne odora* 'Aureomarginata' (Variegated Winter Daphne), and *Lavandula angustifolia* 'Hidcote' (Hidcote Lavender). These shrubs are easily maintained at a three (3) foot height to comply with a requirement of the Northeast Gateway District Overlay, as described in more detail below. These low shrubs will provide seasonal and aesthetic interest along the rights-of-way, helping create a pedestrian-friendly environment while maintaining visibility into the site.

Figure 8: Proposed Landscaping Along Northern Property Line



Along the northern property line of the subject site, a planting area with *Salix purpurea* 'Nana' (Dwarf Purple Osier) and *Chamaecyparis nootkatensis* 'Pendula' (Weeping Nootka Cypress) is proposed. The small Dwarf Purple Osier shrubs are planted adjacent to the cottages to allow light and visibility to the north side of the structures. Between the cottages are the Weeping Nootka Cypress trees, which can grow to 30 to 45 feet tall and 15 feet wide. These evergreen trees will help provide some screening and buffering of the interior outdoor gathering spaces from the adjacent residential use to the north.

Figure 9: Proposed Interior Landscaping

Proposed landscaping interior to the cottages and site includes internal site circulation (walkways), outdoor gathering spaces (gazebo, fire pit), and planting in the remaining spaces. Proposed plants include 3 deciduous *Cercis Canadensis* 'Forest Pansy' (Forest Pansy Eastern Redbud) trees, 8 deciduous *Acer palmatum* 'Sangu Kaku' (Coral Bark Japanese Maple) trees, and 1 evergreen Weeping Nootka Cypress tree. These trees will grow to provide considerable canopy coverage of the cottage units and site. In the planting beds below them, a combination of low evergreen and deciduous flowering shrubs, ornamental grasses, evergreen groundcovers and landscape boulders provide durable planting surrounding the walkways and gathering spaces.

Overall, staff finds that the proposed landscaping is compatible with the proposed project and the surrounding and abutting properties and their uses.

17.57.070(B)(2). *Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The planting along 9th Street and Alpine Avenue is low so as not to be sight-obscuring from the public rights-of-way. This will help create a pedestrian-friendly environment within the Northeast Gateway District. Taller evergreen trees, Weeping Nootka Cypress, are used along the north and east property lines to provide screening and buffering of the use from adjacent properties.

17.57.070(B)(3). *The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.*

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APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. No existing trees or significant natural areas are present on the site.

17.57.070(B)(4). *The development and use of islands and plantings therein to break up parking areas.*

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. Off-street parking areas are not proposed as part of the Boutique Retreat development.

17.57.070(B)(5). *The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.*

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. *Acer rubrum ‘Franksred’ (Red Sunset Red Maple) is proposed as a street tree within the NE 9th Street right-of-way. Red Sunset Red Maple is a recommended medium street tree on the McMinnville Street Tree List.*

17.57.070(B)(6). *Suitable watering facilities or irrigation systems must be included in or near all planted areas.*

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The proposed landscape plan indicates that all landscape beds are to receive a design build irrigation system.

17.57.070(C) *All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.*

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #11. A condition of approval will require that all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

CONDITION FOR FINDING: That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Chapter 17.58. Trees

17.58.010 Purpose. The purpose of this ordinance is to establish and maintain the maximum amount of tree cover on public and private lands in the city; reduce costs for energy, stormwater management, and erosion control; provide tree-lined streets throughout the city; select, situate and maintain trees appropriately to minimize hazard, nuisance, damage, and maintenance costs; to enhance the appearance, beauty and charm of the City; to increase property values and build stronger ties within neighborhoods; to implement applicable adopted Downtown Improvement Plan provisions; to promote a diverse, healthy, and sustainable community forest; and to educate the public regarding community forest issues.

APPLICANT’S RESPONSE: None.

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FINDING: SATISFIED. The street tree plan will establish tree cover on new public right-of-way to be dedicated to the City. It will provide for tree-lined streets along the new development and will enhance the appearance of the City. Conditions of approval have been included in the findings described in further detail below to ensure that the planting of street trees meets all necessary street tree standards, which will result in the appropriate planting and maintenance of the street trees. This will help minimize hazard, nuisance, damage, and maintenance costs.

17.58.080 Street Tree Planting—When Required. All new multi-family development, commercial or industrial development, subdivisions, partitions, or parking lots fronting on a public roadway which has a designated curb-side planting strip or planting island shall be required to plant street trees in accordance with the standards listed in Section 17.58.090.

APPLICANT’S RESPONSE: None.



FINDING: SATISFIED. A curb-side planting strip will be installed along NE 9th Street when the street is improved during development, and street trees are provided as required. No curb-side planter strip is present along the NE Alpine Avenue right-of-way, so street trees are not required along that frontage.

17.58.090 Street Tree Standards.

17.58.090(A). The species of the street trees to be planted shall be chosen from the McMinnville Street Tree List, as approved by Resolution 2016-22, unless approval of another species is given by the McMinnville Landscape Review Committee. The Landscape Review Committee may periodically update the McMinnville Street Tree List as necessary to reflect current arborist practices and industry standards.

APPLICANT’S RESPONSE: None.

FINDING: *Acer rubrum* ‘Franksred’ (Red Sunset Red Maple) is the proposed street tree within the NE 9th Street right-of-way. Red Sunset Red Maple is a recommended medium street tree on the McMinnville Street Tree List.

McMinnville Street Tree List							Recommended Medium Tree Species			
Scientific Name Common Name	Minimum Planter Width (ft.)	Under Wires?	Mature Height (ft.)	Canopy Width (ft.)	Tree Form	Flowers	Fall Color	Native	Comments	
<i>Acer rubrum</i> ‘Franksred’ Red Sunset Maple	5	No	45	35		n/a			Brilliant fall color	

17.58.090(B). Street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well-developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #8. A condition of approval is included to ensure that street trees shall meet City standards for size and quality at the time of planting.

CONDITION FOR FINDING: That street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well-developed leader with tops and roots characteristic of the

species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.

17.58.090(C). Small or narrow stature trees (under 25 feet tall and less than 16 feet wide branching) should be spaced no greater than 20 feet apart; medium sized trees (25 feet to 40 feet tall, 16 feet to 35 feet wide branching) should be spaced no greater than 30 feet apart; and large trees (over 40 feet tall and more than 35 feet wide branching) should be spaced no greater than 40 feet apart. Within residential developments, street trees should be evenly spaced, with variations to the spacing permitted as approved by the City for specific site limitations and safety purposes. [...]

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The Red Sunset Red Maple street trees are shown with a spacing of approximately 25 feet, which is less than the maximum spacing recommended for medium sized street trees.

17.58.090(D). When located adjacent to a local residential street or minor collector street, street trees shall be planted within a curbside landscape strip measuring a minimum of three (3) feet in width. Street trees adjacent to major collector streets or arterial streets shall be placed a minimum of four (4) feet from the back edge of the sidewalk. In no case shall a tree be planted closer than two and one-half (2 1/2) feet from the face of a curb.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. NE 9th Street, a local street, will be improved with the development of the Boutique Retreat. A five (5) foot wide curb-side planting strip, which is greater than the three (3) foot minimum requirement, will be provided. The species of street trees being proposed is considered a "medium" sized tree in the McMinnville Street Tree List. Medium sized trees require a minimum five (5) foot wide planter strip based on the requirements of the McMinnville Street Tree List, and this is being satisfied with the proposed planter strip.

17.58.090(E). Street trees shall not be planted within ten (10) feet of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines, or within twenty (20) feet of street light standards or street intersections, or within five (5) feet of a private driveway or alley. New utility poles shall not be located within five (5) feet of an existing street tree. Variations to these distances may be granted by the Public Works Director and as may be required to ensure adequate clear vision.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #7. Utility locations are unknown at this time. A condition of approval has been included to require that setbacks from future utilities be maintained.

CONDITION FOR FINDING: That the applicant is reminded that trees are not to be planted within:

- a. Five (5) feet of a private driveway or alley;
- b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
- c. Twenty (20) feet of street light standards or street intersections.

17.58.090(F). Existing street trees shall be retained unless approved by the Planning Director for removal during site development or in conjunction with a street construction project. Sidewalks of variable width and elevation may be utilized as approved by the Planning Director to save existing street trees. Any street tree removed through demolition or construction within the street right-of-way, or as approved by the City, shall be replaced within the street right-of-way at a location approved by the city

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with a tree, or trees, of similar value. As an alternative the property owner may be required to pay to the City an amount sufficient to fund the planting and establishment by the city of a tree of similar value. The value of the existing street tree to be removed shall be calculated using the methods set forth in the edition then in effect of the "Guide for Plant Appraisal" published by the International Society of Arboriculture Council of Tree Landscape Appraisers. The developer or applicant shall be responsible for the cost of the planting, maintenance and establishment of the replacement tree.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. There are no street trees on or adjacent to the subject site. Therefore, these standards do not apply.

17.58.090(G). Sidewalk cuts in concrete for tree planting shall be a minimum of four feet by six feet, with the long dimension parallel to the curb, and if located within the Downtown Tree Zone shall follow the design drawing or updated design drawings and specifications as periodically developed and adopted by the City.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The applicant is not proposing to locate street trees within sidewalk cuts, therefore these standards do not apply.

17.58.120 Street Tree Maintenance.

- A. Street trees shall be continually maintained, including necessary watering, weeding, pruning and replacement, by the developer or property owner for one full growing season following planting, or as may be required by the City.
- B. Street tree plans, or landscape plans including street trees, shall be maintained in perpetuity. In the event that a street tree must be replaced, the adjacent property owner or developer shall plant a replacement tree of a species from the approved street tree or landscape plan.
- C. Maintenance of street trees, other than those located in the Downtown Tree Zone shall be the continuing obligation of the abutting property owner. The City shall undertake regular maintenance of street trees within the Downtown Tree Zone in accordance with appropriate horticultural practices including pruning and fertilizing to properly maintain the health of such trees.
- D. Street trees, as they grow, shall be pruned to provide at least eight (8) feet of clearance above sidewalks and thirteen (13) feet above local streets, fifteen (15) feet above collector streets, and eighteen (18) feet above arterial streets. This provision may be waived in the case of newly planted trees so long as they do not interfere with public travel, sight distances, or endanger public safety as determined by the City. Major pruning, as defined in Section 17.58.020, of a street tree must be approved by the City in accordance with Section 17.58.040.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #10. A condition of approval has been included to ensure that the street trees are continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.

CONDITION FOR FINDING: That all street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.

Chapter 17.61 Solid Waste and Recycling Enclosure Plan

17.61.030(C) Any trash or recycling enclosure which is visible from the street must provide landscaping around three (3) sides of the structure. Climbing vines and screening shrubs or hedges are appropriate and landscaping must be a minimum of three-feet (3) in height at the time of planting.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #3. The trash and recycling enclosure is located adjacent to the alley along the eastern property line, visible from the NE 9th Street right-of-way. The landscape plan indicates proposed planting on the south and west sides, with the south side most visible from the adjacent right of way. The deciduous shrub *Salix purpurea 'Nana'* (Dwarf Purple Osier) is proposed. Dwarf Purple Osier will grow to three (3) to five (5) feet tall and wide. Access gates are located on the east side of the enclosure facing the alley, and no planting is shown on the north side of the trash enclosure. Therefore, a condition of approval is included to require landscaping be provided around a third side of the trash and recycling enclosure. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.

CONDITION FOR FINDING: That landscaping be provided around a third side of the trash and recycling enclosure. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.

Northeast Gateway Planned Development Overlay

The following Sections of the Northeast Gateway Planned Development Overlay (Ordinance No. 4971) provide criteria applicable to the request:

Section 10 – Landscaping. Landscaping plans are subject to the review and design standards outlined in Chapter 17.57 (Landscaping) of the Zoning Ordinance and as noted below:

All Zones:

- A. Landscaping shall be provided between the public street right-of-way and the front building line, exclusive of pedestrian walk-ways, patios, plazas, and similar facilities. Such landscaping shall be designed to provide interest to pedestrians and shall be maintained at a height no more than three (3) feet so that it is not site obscuring.
- B. Off-street parking located behind the building but visible from the public right-of-way shall be screened through the provision of a continuous row of shrubs, or a fence or seating wall, not less than three feet and no more than four feet high.
- C. Off-street parking areas with 10 (ten) or more parking spaces shall have, at a minimum, internal landscaping designed to visually break up a paved parking area as follows:
 1. Landscaped islands and peninsulas shall be evenly distributed throughout all parking areas and separated no more than 60 feet from another. Such islands shall be provided with raised curbs, be a minimum of five feet in width, and shall each contain at least one deciduous tree. To achieve the maximum canopy coverage, all trees shall be non-columnar.
- D. Lighting of parking and landscaped areas shall be directed either into or on the site and away from property lines. Building accent lighting shall be directed and/or shielded to place light on the intended target, and not result in skyward glare.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #4. Landscaping has been provided between the public right-of-way and front building line to provide pedestrian interest and maintain visibility into the site. No off-street parking is provided on-site, so standards for screening and internal landscaping of such areas are not applicable. Lighting is not indicated on the landscape plan, therefore a condition of approval is included to ensure any lighting of landscaped areas be

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directed into or on the site and away from property lines. Building accent lighting shall be directed and/or shielded to place light on the intended target and not result in skyward glare.

CONDITION FOR FINDING: That lighting of landscaped areas be directed into or on the site and away from property lines. Building accent lighting shall be directed and/or shielded to place light on the intended target, and not result in skyward glare.

JF



Planning Department
 231 NE Fifth Street ◦ McMinnville, OR 97128
 (503) 434-7311 Office ◦ (503) 474-4955 Fax
www.mcminnvilleoregon.gov

569-20-000005-Plmg

Office Use Only:	
File No.	L 1-20
Date Received	1-2-20
Fee	801. ³⁵
Receipt No.	
Received by	<i>[Signature]</i>

Landscape Plan Review Application

Applicant Information

Applicant is: Property Owner Contract Buyer Option Holder Agent Other _____

Applicant Name Kevin Kump and Sarita Springer Phone (503) 563-0505

Contact Name _____ Phone _____
(If different than above)

Address 310 Calle de Arboles

City, State, Zip Redondo Beach, CA 90277

Contact Email 1sdspringer@gmail.com / kkump@aol.com

Property Owner Information

Property Owner Name Same as above Phone _____
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Property Address 0 NE Alpine Avenue, McMinnville, OR 97128

Assessor Map No. R4 4 - 21BA 03001 Total Site Area Approx. 10,000 square feet

Subdivision Tax Lot 3001, Section 21BA, T. 4 S., R. 4 W., W.M. Block _____ Lot 03001

Comprehensive Plan Designation Commercial Zoning Designation C-3 PD

Landscaping Information

- 1. Total Landscaped Area: Approx. 10,000 square feet
- 2. Percent Landscaped: 51%
- 3. Building Floor Area:
New Structure: 2,280 Existing Structure: None Addition:
- 4. Architect Name C and D Landscape Co Phone (503) 864-3551
(Landscape Architect; Engineer; or Other Designer)
Contact Name Josh Kearns Phone
Address 16800 NE McDougal Rd
City, State, Zip Dayton, OR 97114
Contact Email josh@canddlandscape.com


In addition to this completed application, the applicant must provide the following:

- Two (2) copies of the proposed landscape plan containing the information listed in the information sheet and Chapter 17.57 (Landscaping) of the Zoning Ordinance.*
- Payment of the applicable review fee, which can be found on the Planning Department web page.*

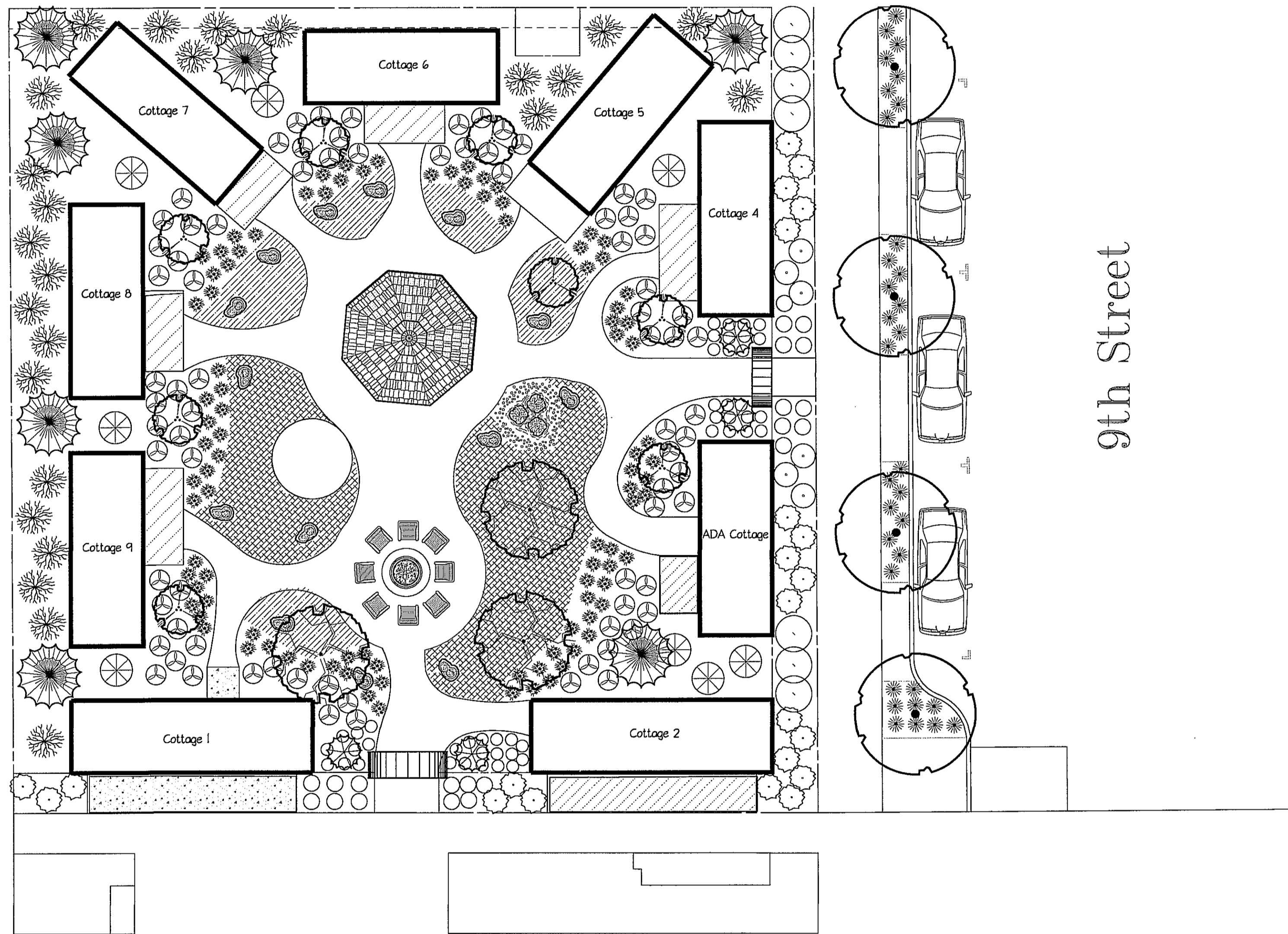
I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.


Applicant's Signature

12/27/2019
Date


Property Owner's Signature

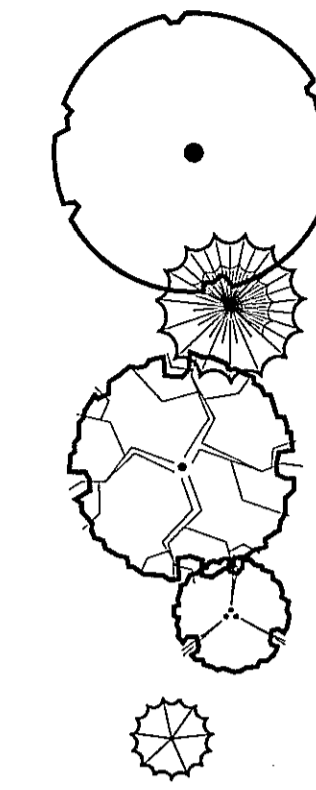
12-27-19
Date



Alpine Ave.

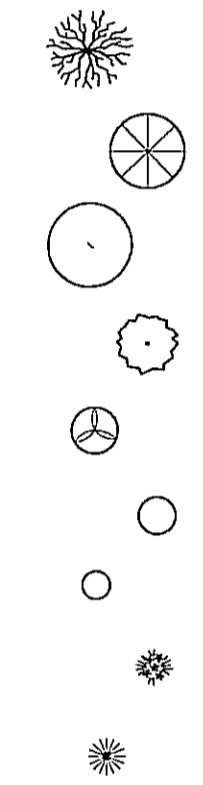
9th Street

Trees:



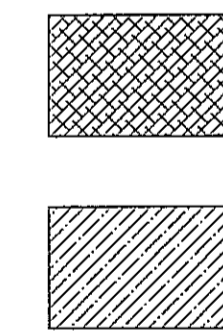
Acer rubrum 'Franksred'	2" Cal.
Chamaecyparis nookatensis 'Pendula'	8-10'
Cercis canadensis 'Forest Pansey'	2" Cal
Acer palmatum 'Sango Kaku'	7-8'
Cupressus sempervirens	8-10'

Shrubs and Perennials



Salix purpurea 'Nand'	5 gal.
Rhododendron 'Annah Krutskie'	5 gal.
Berberis thunbergii 'Aurea'	5 gal.
Daphne odora 'Auro Marginata'	5 gal.
Viburnum davidii	3 gal.
Lavandula angustifolia 'Hidcote'	3 gal.
Genista Lydia	3 gal.
Pennisetum alopecuroides 'Little Bunny'	1 gal.
Hemerocallis 'Stella dOro'	1 gal.

Groundcovers



Vinca minor	1 gal. 18" OC
Arctostaphylos uva-ursi 'Massachusetts'	1 gal. 18" OC



500-100 lb Camas Grey Boulders

* All Landscape areas to receive a design build irrigation system

* All Landscape areas to receive 2" of Hemlock Bark Mulch



NORTH



City of McMinnville
Planning Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311
www.mcminnvilleoregon.gov

EXHIBIT 4 - STAFF REPORT

DATE: February 19, 2020
TO: Landscape Review Committee Members
FROM: Jamie Fleckenstein, Associate Planner
SUBJECT: Agenda Item 4C – Landscape Plan Review Application (L 2-20)

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

OBJECTIVE/S: Strategically plan for short and long-term growth and development that will create enduring value for the community

Report in Brief:

An application for a landscape plan review (L 2-20) for an industrial warehouse development in the Northeast Industrial Area in northeast McMinnville to be reviewed by the Landscape Review Committee.

Background:

The application requests approval of a landscape plan (L 2-20) for an industrial warehouse development in the Northeast Industrial Area.

The applicant and property owner, Premier Home Builders, Inc., submitted a landscape plan associated with a building permit for development of two (2) industrial buildings located at 1805/1815 NE Colvin Court, the northwest corner of the NE Rivergate Street and NE Colvin Court intersection. The subject property is more specifically described as Tax Lot 3321, Section 15, T. 4. S., R. 4 W., W.M. **See Figure 1 (Vicinity Map).** The property is zoned M-2PD (General Industrial Planned Development). **See Figure 2 (Zoning Map).**

The site is currently undeveloped. A fenced storage area is located at the north end of the site. A row of small deciduous trees is between the fenced area and Colvin Court. All adjacent and surrounding properties are zoned M-2PD and are in the Northeast Industrial Area. Immediately north of the subject site is the Amerson Precision Sheet Metal facility. **See Figures 3 & 4 (Existing Conditions).**

The site plan features two (2) industrial buildings located on the western portion of the property, with off street parking located on the eastern portion of the site. The parking lot would be accessed from NE

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 1805/1815 NE Colvin Court

Attachment B – Application Materials

Colvin Court. The landscape plan addresses landscaping for the entire site. **See Figure 5 (Landscape Plan) and Figure 6 (Plant Schedule).**

Figure 1: Vicinity Map



Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 1805/1815 NE Colvin Court

Attachment B – Application Materials

Figure 2: Zoning Map

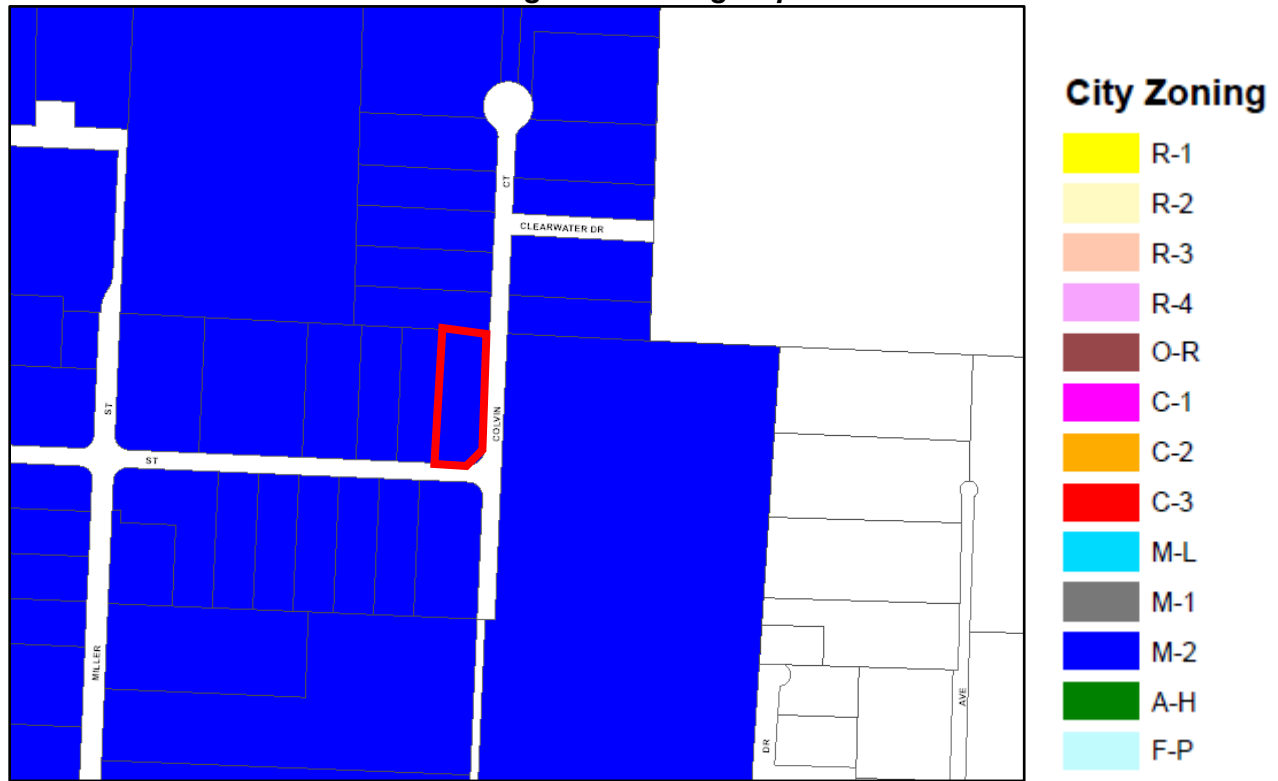


Figure 3: Existing Conditions (looking N from Rivergate Street)



Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 1805/1815 NE Colvin Court

Attachment B – Application Materials

Figure 4: Existing Conditions (looking W from Colvin Court)



Figure 5: Proposed Landscape Plan

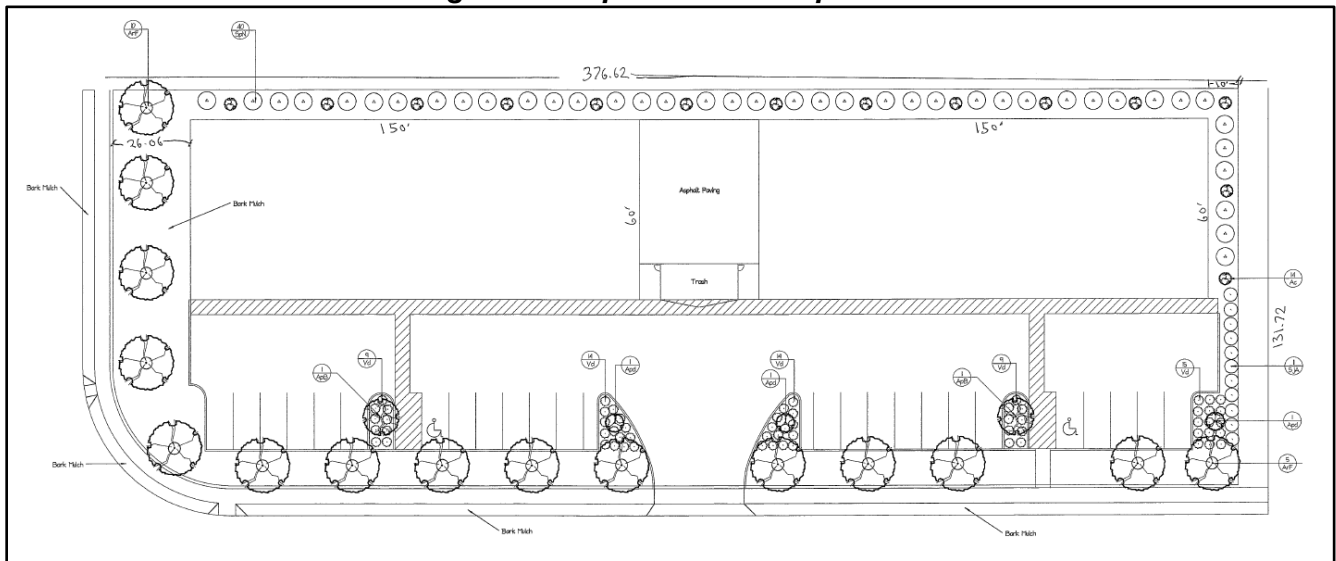


Figure 6: Proposed Plant Schedule

Key	Qty	Botanical Name	Common Name	Size/Condition
Trees				
Ac	14	Acer circinatum	VINE MAPLE	6-7'
ApB	2	Acer palmatum 'Bloodgood'	BLOODGOOD JAPANESE MAPLE	6-7'
Apd	3	Acer palmatum dissectum 'Crimson Queen'	CRIMSON QUEEN JAPANESE THREADLEAF MAPLE	3' Branched
ArF	15	Acer rubrum 'Franksred (Red Sunset®)'	FRANKSRED (RED SUNSET®) RED MAPLE	2" Cal
Shrubs				
SpN	40	Salix purpurea 'Nana'	NANA BASKET WILLOW	5 Gal.
SjA	1	Spiraea japonica 'Anthony Waterer'	ANTHONY WATERER SPIREA	5 Gal.
Vd	61	Viburnum davidii	DAVID VIBURNUM	1 gal.

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 1805/1815 NE Colvin Court

Attachment B – Application Materials

Discussion:

Decisions and/or recommendations for both land-use applications are dependent upon whether or not the applications meet state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code (MMC). The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria. Attached is the decision document that provides the Findings of Fact and Conclusionary Findings for the land-use application. This document outlines the legal findings on whether or not each application meets the applicable criteria and whether or not there are conditions of approval that if achieved put the application in compliance with the criteria.

Applicable Review Criteria

The subject site is zoned M-2PD (General Industrial Planned Development). The Northeast Industrial Area Planned Development Overlay (Ordinance No. 4139) is applicable as an overlay to the industrial zoning of the site, but has no additional landscaping requirements beyond the standards outlined in McMinnville Municipal Code (MMC) Chapter 17.57-Landscaping. MMC Section 17.57.030 requires landscaping in the M-2 zone, therefore landscaping is required in accordance with Chapter 17.57 - Landscaping.

MMC Section 17.58.080 requires street trees to be planted at all new industrial development which has a designated curb-side planting strip. NE Rivergate Street and NE Colvin Court will be improved with curb and gutter, curbside planter strip, and sidewalks as part of the development. Therefore, street trees will be required within the rights-of-way along the property's frontage in accordance with the standards found in Chapter 17.58 – Trees.

The Landscape Plan Review (L 2-20) request is subject to the planning factors in Section 17.57.070 of the MMC, including a requirement to provide landscaping at a minimum of seven (7) percent of the gross area. Additionally, the Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.
2. Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.
3. The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.
4. The development and use of islands and plantings therein to break up parking areas.
5. The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.
6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

Analysis of Landscape Plan Review Request

The applicant's landscape plan proposes a large percentage of landscaping on the site (approximately 25 percent) which is considerably more landscaping than required. Groupings of trees and shrubs around the site perimeter and internal to the parking lot meet many of the planning factors above and help achieve the purpose of the landscape chapter of MMC.

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 1805/1815 NE Colvin Court

Attachment B – Application Materials

Below is a table summarizing the application's compliance with critical criteria. The Decision Document for the land-use application has the detailed analysis and findings for this compliance:

Issue	Notes	Condition to Help Meet Criteria
Compatibility with the project and surrounding properties and uses	<ul style="list-style-type: none"> Proposed landscaping is generally compatible with adjacent properties with similar zoning/uses Trees shown directly above sewer force main along Colvin Court 	<p>Condition of Approval #4: Requires 10 foot spacing for trees from sewer main</p> <p>Condition of Approval #5: Requires minimum setbacks from utilities</p>
Screening the proposed use	<ul style="list-style-type: none"> Similar zoning/uses of adjacent properties doesn't require significant screening Shade trees, evergreen shrubs provide screening of parking lot 	N/A
Retention of existing trees	<ul style="list-style-type: none"> Seven (7) small existing trees aren't feasible to retain with site and street improvements 	N/A
Parking lot islands and planting	<ul style="list-style-type: none"> Parking lot islands provided with evergreen shrubs and small deciduous trees 	N/A
Use of suitable street trees	<ul style="list-style-type: none"> No street trees shown on landscape plan, but are required 	<p>Condition of Approval #6: Street trees are required to be selected from Medium tree section of Street Tree List.</p>
Irrigation system or water facilities	<ul style="list-style-type: none"> Landscape areas to receive automatic irrigation system. 	N/A
Landscaping req'd around trash enclosure	<ul style="list-style-type: none"> Landscaping not provided on 3 sides of trash enclosure 	<p>Condition of Approval #3: Requires planting on three (3) side of trash enclosure</p>
Street Tree Standards	<ul style="list-style-type: none"> Street trees required in planting strip adjacent to property, but not shown on landscape plan. 	<p>Condition of Approval #6: Street trees are required to be selected from Medium tree section of Street Tree List and spaced no more than 30' apart</p> <p>Condition of Approval #7: Street tree planting to meet City spec, with root barrier and watering tubes</p>

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 1805/1815 NE Colvin Court

Attachment B – Application Materials

Issue	Notes	Condition to Help Meet Criteria
		<p>Condition of Approval #8: Ensures minimum utility setbacks</p> <p>Condition of Approval #9: Ensures street trees meet standards for size and quality</p> <p>Condition of Approval #10: Requires inspection by Public Works prior to final planting</p> <p>Condition of Approval #11: Establishes maintenance responsibility of property owner</p>

Staff-Suggested Conditions of Approval

1. That the applicant shall install landscaping as shown on the landscape plan submitted to the Planning Department on January 15, 2019.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to any planting excavation to ensure that underground utilities are not damaged.
3. That landscaping be provided around a three (3) sides of the trash and recycling enclosure. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.
4. That no trees shall be planted within ten (10) feet of the sewer force main adjacent to NE Colvin Court.
5. That the applicant shall maintain proper clearances around the existing and future water and electrical services that will be located on the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
6. That street trees shall be provided in the curb-side planter strip on NE Rivergate Street and NE Colvin Court adjacent to the subject site, in accordance with applicable City of McMinnville street tree standards. Street trees shall be recommended medium street trees from the McMinnville Street Tree List, or other species/variety approved by the McMinnville Landscape Review Committee, and shall be planted at a spacing of no greater than 30 feet apart.
7. That planting of street trees shall be subject to the design drawings and specification developed by the City in May 2014. The applicant shall provide root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of the tree and the curb side of the tree. The root barrier protection shall be placed in 10-foot lengths, centered on the tree, and to a depth of eighteen (18) inches. In addition, street trees shall be provided with two (2) deep watering tubes to promote deep root growth.

Attachments:

- Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 1805/1815 NE Colvin Court*
- Attachment B – Application Materials*

8. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;
 - b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.

9. That all street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade. All trees shall be healthy grown nursery stock with a single straight trunk, a well-developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.

10. That the applicant shall schedule an inspection with the McMinnville Public Works Superintendent of the installed root barrier and water tubes prior to any street tree planting. Trees intended for planting shall be on-site and available for inspection. The applicant shall contact the McMinnville Public Works Superintendent, at (503) 434-7316 to schedule a planting inspection prior to backfilling.

11. That all street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.

12. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Fiscal Impact:

None.

Landscape Review Committee Options:

- 1) **APPROVE** the application, per the decision document provided which includes the findings of fact and conditions of approval.
- 2) **APPROVE** the application with additional conditions of approval, providing findings of fact for the inclusion of additional conditions.
- 3) **CONTINUE** the application, requesting the applicant to submit more information or details for review.
- 4) **DENY** the application, providing findings of fact for the denial in the motion to deny.

Staff Recommendation:

Staff has reviewed the application for consistency with the applicable criteria. Staff finds that, subject to the recommended conditions specified in the attached Decision Document, the application submitted by the applicant contains sufficient evidence to find the applicable criteria are satisfied.

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 1805/1815 NE Colvin Court
Attachment B – Application Materials

Staff **RECOMMENDS APPROVAL** of the application, subject to the conditions specified in the attached Decision Document.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, I MOVE THAT THE LANDSCAPE REVIEW COMMITTEE APPROVE THE DECISION DOCUMENT AND APPROVE THE LANDSCAPE PLAN REVIEW APPLICATION L 2-20 SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT.

JF

Attachments:

Attachment A – Decision, Conditions, Findings Of Fact And Conclusionary Findings For The Approval Of A Landscape Plan Review at 1805/1815 NE Colvin Court

Attachment B – Application Materials



**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

503-434-7311
www.mcminnvilleoregon.gov

DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A LANDSCAPE PLAN REVIEW AT 1805/1815 NE COLVIN COURT

- DOCKET:** L 2-20 (Landscape Plan)
- REQUEST:** Approval of a Landscape Plan for an Industrial Warehouse Development
- LOCATION:** 1805/1815 NE Colvin Court (Tax Lot 3321, Section 15, T. 4. S., R. 4 W., W.M.)
- ZONING:** M-2PD (General Industrial Planned Development)
- APPLICANT:** Dave Ryan, Premier Home Builders Inc., property owners
- STAFF:** Jamie Fleckenstein, PLA, Associate Planner
- DATE DEEMED COMPLETE:** January 21, 2019
- HEARINGS BODY & ACTION:** McMinnville Landscape Review Committee makes a recommendation of approval or denial to the Planning Director.
- HEARING DATE & LOCATION:** February 19, 2020, Community Development Center, 231 NE 5th Street, McMinnville, Oregon
- PROCEDURE:** Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.050 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.
- CRITERIA:** The applicable criteria are specified in Section 17.57.070 (Area Determination – Planning factors) of the McMinnville Zoning Ordinance, McMinnville City Code.
- APPEAL:** The decision may be appealed within 15 days of the date the decision is mailed as specified in Section 17.57.170 of the McMinnville Zoning Ordinance.
- COMMENTS:** This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Their comments are provided in this document. No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

DECISION

Based on the findings and conclusionary findings, the Landscape Review Committee finds the applicable criteria are satisfied with conditions and recommends **APPROVAL** of the Landscape Plan (L 2-20) **subject to the conditions of approval provided in this document.**

////////////////////////////////////
DECISION: APPROVAL WITH CONDITIONS
////////////////////////////////////

Planning Staff: _____
Jamie Fleckenstein, Associate Planner

Date: February 19, 2020

Planning Department: _____
Heather Richards, Planning Director

Date: February 19, 2020

I. APPLICATION SUMMARY:

Subject Property & Request

The application requests approval of a landscape plan (L 2-20) for an industrial warehouse development in the Northeast Industrial Area.

The applicant and property owner, Premier Home Builders, Inc., submitted a landscape plan associated with a building permit for development of two (2) industrial buildings located at 1805/1815 NE Colvin Court, the northwest corner of the NE Rivergate Street and NE Colvin Court intersection. The subject property is more specifically described as Tax Lot 3321, Section 15, T. 4. S., R. 4 W., W.M. **See Figure 1 (Vicinity Map)**. The property is zoned M-2PD (General Industrial Planned Development). **See Figure 2 (Zoning Map)**.

The site is currently undeveloped. A fenced storage area is located at the north end of the site. A row of small deciduous trees is between the fenced area and Colvin Court. All adjacent and surrounding properties are zoned M-2PD and are in the Northeast Industrial Area. Immediately north of the subject site is the Amerson Precision Sheet Metal facility. **See Figures 3 & 4 (Existing Conditions)**.

The site plan features two (2) industrial buildings located on the western portion of the property, with off street parking located on the eastern portion of the site. The parking lot would be accessed from NE Colvin Court. The landscape plan addresses landscaping for the entire site. **See Figure 5 (Landscape Plan) and Figure 6 (Plant Schedule)**.

Figure 1: Vicinity Map



Attachments:

Attachment 1 – Application and Attachments

Figure 2: Zoning Map

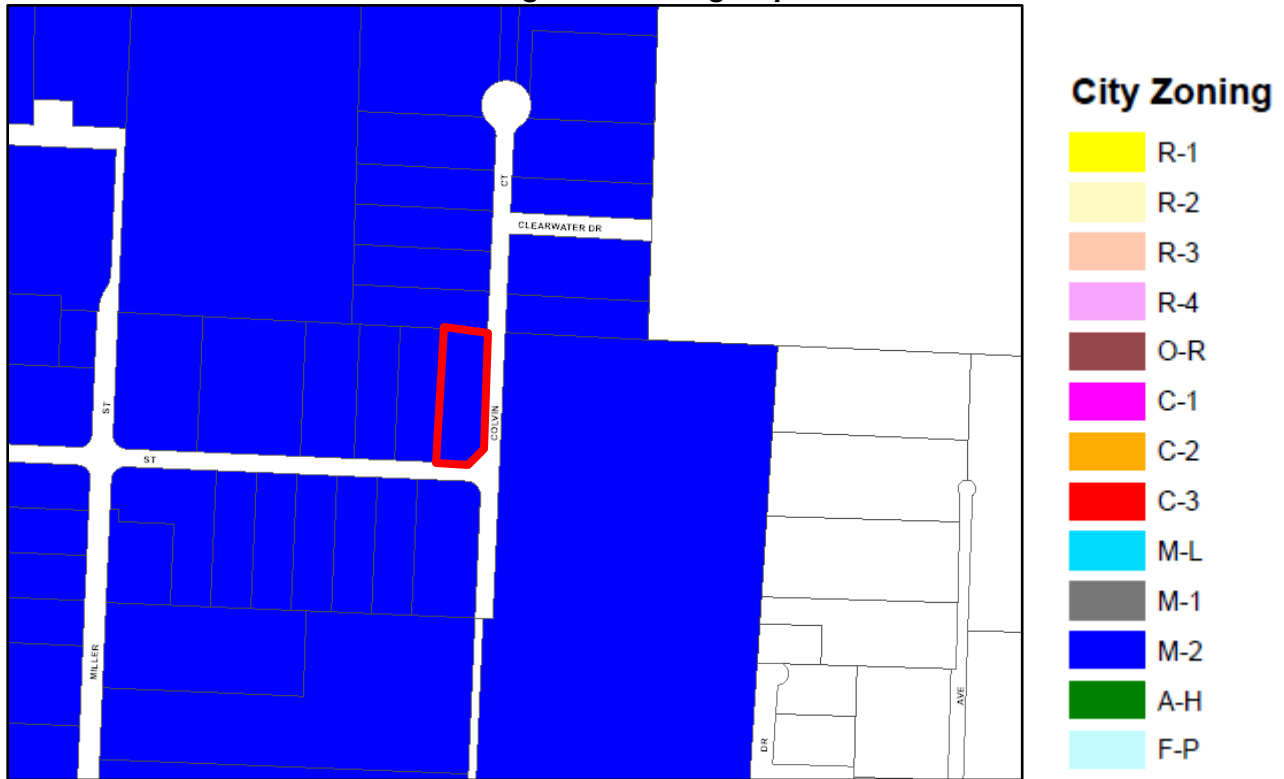


Figure 3: Existing Conditions (looking N from Rivergate Street)



Figure 4: Existing Conditions (looking W from Colvin Court)



Figure 5: Proposed Landscape Plan

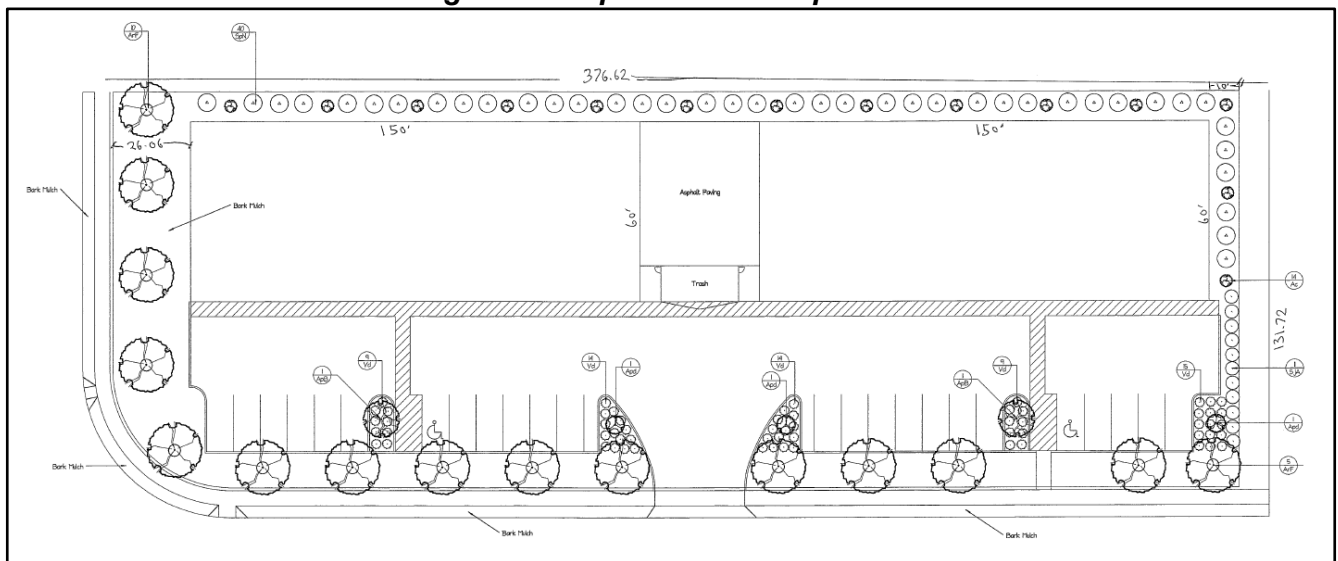


Figure 6: Proposed Plant Schedule

Key	Qty	Botanical Name	Common Name	Size/Condition
Trees				
Ac	14	Acer circinatum	VINE MAPLE	6-7'
ApB	2	Acer palmatum 'Bloodgood'	BLOODGOOD JAPANESE MAPLE	6-7'
Apd	3	Acer palmatum dissectum 'Crimson Queen'	CRIMSON QUEEN JAPANESE THREADLEAF MAPLE	3' Branched
ArF	15	Acer rubrum 'Franksred (Red Sunset®)	FRANKSRED (RED SUNSET®) RED MAPLE	2" Cal
Shrubs				
SpN	40	Salix purpurea 'Nand'	NANA BASKET WILLOW	5 Gal.
SjA	1	Spiraea japonica 'Anthony Waterer'	ANTHONY WATERER SPREA	5 Gal.
Vd	61	Viburnum davidi	DAVID VIBURNUM	1 gal.

Summary of Criteria & Issues

Decisions and/or recommendations for approval of the land use application is dependent upon whether or not the application meets state regulations, the McMinnville Comprehensive Plan and the McMinnville

Attachments:

Attachment 1 – Application and Attachments

Municipal Code. The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria.

The subject site is zoned M-2PD (General Industrial Planned Development). The Northeast Industrial Area Planned Development Overlay (Ordinance No. 4139) is applicable as an overlay to the industrial zoning of the site, but has no additional landscaping requirements beyond the standards outlined in McMinnville Municipal Code (MMC) Chapter 17.57-Landscaping. MMC Section 17.57.030 requires landscaping in the M-2 zone, therefore landscaping is required in accordance with Chapter 17.57 - Landscaping.

MMC Section 17.58.080 requires street trees to be planted at all new industrial development which has a designated curb-side planting strip. NE Rivergate Street and NE Colvin Court will be improved with curb and gutter, curbside planter strip, and sidewalks as part of the development. Therefore, street trees will be required within the rights-of-way along the property's frontage in accordance with the standards found in Chapter 17.58 – Trees.

II. CONDITIONS:

1. That the applicant shall install landscaping as shown on the landscape plan submitted to the Planning Department on January 15, 2019.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to any planting excavation to ensure that underground utilities are not damaged.
3. That landscaping be provided around a three (3) sides of the trash and recycling enclosure. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.
4. That no trees shall be planted within ten (10) feet of the sewer force main adjacent to NE Colvin Court.
5. That the applicant shall maintain proper clearances around the existing and future water and electrical services that will be located on the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, within four (4) feet of vaults, within three (3) feet of the back or side of a transformer, or within one (1) foot of water meters. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
6. That street trees shall be provided in the curb-side planter strip on NE Rivergate Street and NE Colvin Court adjacent to the subject site, in accordance with applicable City of McMinnville street tree standards. Street trees shall be recommended medium street trees from the McMinnville Street Tree List, or other species/variety approved by the McMinnville Landscape Review Committee, and shall be planted at a spacing of no greater than 30 feet apart.
7. That planting of street trees shall be subject to the design drawings and specification developed by the City in May 2014. The applicant shall provide root barrier protection in order to minimize sidewalk and tree root conflicts. The barrier shall be placed on the public sidewalk side of the tree and the curb side of the tree. The root barrier protection shall be placed in 10-foot lengths, centered on the tree, and to a depth of eighteen (18) inches. In addition, street trees shall be provided with two (2) deep watering tubes to promote deep root growth.
8. That the applicant is reminded that trees are not to be planted within:
 - a. Five (5) feet of a private driveway or alley;

Attachments:

Attachment 1 – Application and Attachments

- b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - c. Twenty (20) feet of street light standards or street intersections.
9. That all street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above grade. All trees shall be healthy grown nursery stock with a single straight trunk, a well-developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.
 10. That the applicant shall schedule an inspection with the McMinnville Public Works Superintendent of the installed root barrier and water tubes prior to any street tree planting. Trees intended for planting shall be on-site and available for inspection. The applicant shall contact the McMinnville Public Works Superintendent, at (503) 434-7316 to schedule a planting inspection prior to backfilling.
 11. That all street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.
 12. That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

III. ATTACHMENTS:

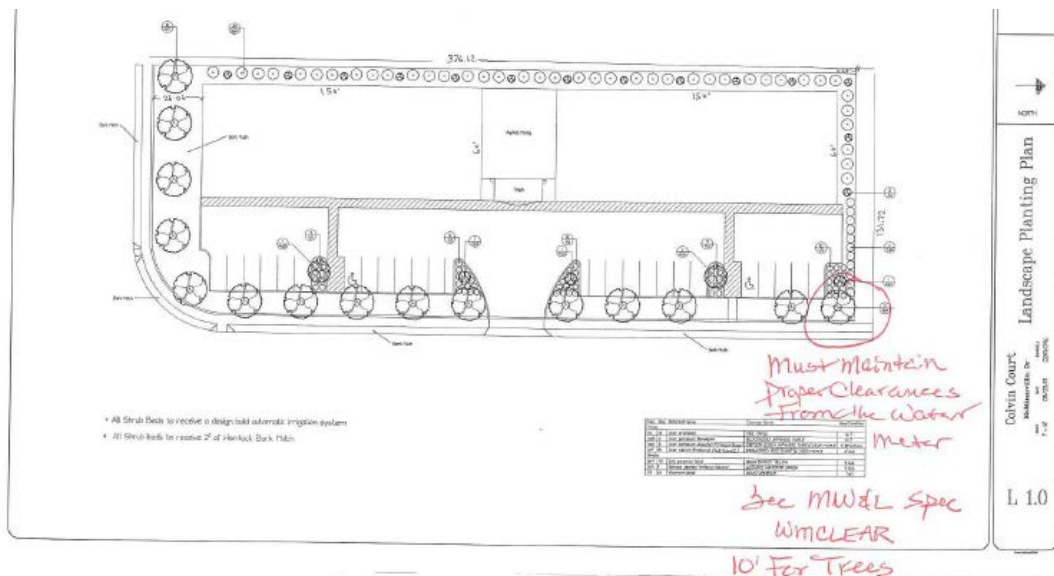
1. L 2-20 Application and Attachments (on file with the Planning Department)

IV. COMMENTS:

Agency Comments

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. The following comments have been received:

- McMinnville Water and Light:



Clearances around the water meter must be maintained. See MW&L Spec WMCLEAR for clearances that is attached to this email. Trees are a minimum of 10' from a water meter.

- McMinnville Public Works Department:

[...] the trees look to be proposed to go directly over the sewer force main adjacent to the site.
[...] So my concern would be that we know that the trees are not going to wind up conflicting with that force main.

Public Comments

No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the Planning Director's decision.

V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. Dave Ryan of Premier Home Builders Inc., property owners, submitted a landscape plan review application on January 15, 2020.
2. The application was deemed complete on January 21, 2020.
3. Notice of the application was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments received from public agencies are addressed in the Decision Document.
4. No public notice of the application was provided by the City of McMinnville, as Landscape Plan Review applications are reviewed by the process described in Section 17.57.050 of the McMinnville Zoning Ordinance, which does not require public notification. No public comments were received prior to the public meeting.
5. A public meeting was held by the Landscape Review Committee on February 19, 2020 to review the application and proposed landscape plan.

VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** 1805/1815 NE Colvin Court (Tax Lot 3321, Section 15, T. 4. S., R. 4 W., W.M.)
2. **Size:** approximately 49,300 square feet (1.13 acres)
3. **Comprehensive Plan Map Designation:** Industrial
4. **Zoning:** M-2PD (General Industrial Planned Development)
5. **Overlay Zones/Special Districts:** Northeast Industrial Area Planned Development Overlay
6. **Current Use:** Undeveloped
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** None
 - b. **Other:** None identified
8. **Other Features:**

Attachments:

Attachment 1 – Application and Attachments

- a. **Slope:** The site is relatively flat.
 - b. **Trees:** Seven (7) small deciduous trees are present along NE Colvin Court.
9. **Utilities:**
- a. **Water:** Water service is available to the subject site.
 - b. **Electric:** Power service is available to the subject site.
 - c. **Sewer:** Sanitary sewer service is available to the subject site. An 18" sewer force main is present in the public utility easement adjacent to NE Colvin Court.
 - d. **Stormwater:** Storm sewer service is available to the subject site.
 - e. **Other Services:** Other utility services are available to the subject site. Northwest Natural Gas and Comcast is available to serve the site.
10. **Transportation:** The site is adjacent to NE Colvin Court to the west, which is classified as a local street in the McMinnville Transportation System Plan. The site is also adjacent to NE Rivergate Street to the south, which is classified as a local street in the McMinnville Transportation System Plan.

VII. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria for a Landscape Plan Review are specified in Section 17.57.070 of the Zoning Ordinance.

In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. "Proposals" specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests.

Comprehensive Plan Volume II:

The following Goals, Policies, and Proposals from Volume II of the Comprehensive Plan provide criteria applicable to this request:

The implementation of most goals, policies, and proposals as they apply to this application are accomplished through the provisions, procedures, and standards in the city codes and master plans, which are sufficient to adequately address applicable goals, policies, and proposals as they apply to this application.

The following additional findings are made relating to specific Goals and Policies:

GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMINNVILLE.

Policy 188.00: The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville Landscape Review Committee review of the request and recommendation at an advertised public

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meeting. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

McMinnville Zoning Ordinance

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) provide criteria applicable to the request:

Chapter 17.57 Landscaping

17.57.010 Purpose and intent. The purpose and intent of this Chapter is to encourage and, where appropriate, require the use of landscape elements, particularly plant materials, in proposed developments in an organized and harmonious manner that will enhance, protect and promote the economic, ecological and aesthetic environment of McMinnville. Landscaping is considered by McMinnville to be an integral part of a complete comprehensive development plan. [...]

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The landscape plan as proposed and with any required conditions would enhance the appearance of the city and will benefit the economic, ecological, and aesthetic environment of the city. The landscape plan as proposed generally meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below.

17.57.030 Zones where required. Landscaping shall be required in the following zones except as otherwise noted: [...]

H. M-2 (General Industrial zone).

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The subject site is zoned M-2 (General Industrial) and landscaping is being provided as required.

17.57.070 Area Determination – Planning Factors.

17.57.070(A). Landscaping shall be accomplished within the following ranges:

1. Industrial, at least seven percent of the gross area. This may be reduced to not less than five percent upon approval of the review committee. (The gross area to be landscaped may only be reduced by the review committee if there is a showing by the applicant that the intent and purpose of this chapter and subsection B of this section are met.)

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The application indicates the following Percent Landscaped for the proposed industrial development:

	Total Area (s.f.)	Landscape Provided (s.f.)	Percentage
Proposed Development	49,300	12,078	25%

The proposed landscaping exceeds the seven (7) percent minimum landscaping requirement for industrial development.

17.57.070(B). The following factors shall be considered by the applicant when planning the landscaping in order to accomplish the purpose set out in Section 17.57.010. The Landscape Review Committee shall have the authority to deny an application for failure to comply with any or all of these conditions:

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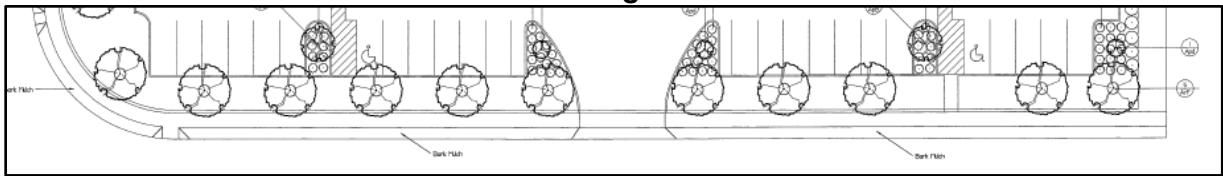
17.57.070(B)(1). Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #4. The proposed project is the development two (2) industrial buildings and associated off-street parking areas in the Northeast Industrial Area. Adjacent and surrounding properties are all zoned M-2PD and are within the Northeast Industrial Area as well. Properties to the east and west are undeveloped. Properties to the north and south are developed with industrial uses.

The proposed landscape plan features planting around the perimeter of the site, as well as planting interior to the parking lot. **See Figures 7-10.**

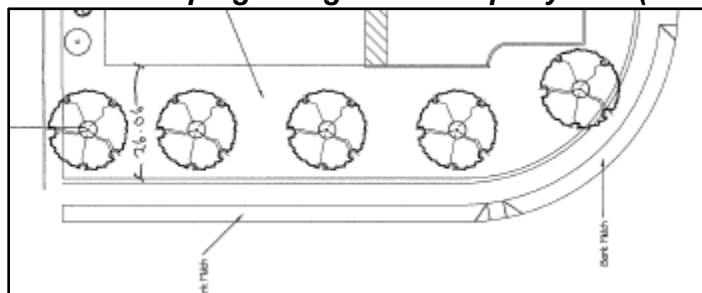
Figure 7: Proposed Landscaping Along East Property Line (NE Colvin Court) and Parking Lot



Proposed landscaping along the eastern edge of the subject site includes 11 *Acer rubrum* ‘Franksred’ (Red Sunset Red Maple) trees planted between the parking lot and the sidewalk. Red Sunset Red Maples are medium sized shade trees, and would provide shading of the parking lot and screening and buffering of the site. However, a force sewer main is present in the public utility easement adjacent to the Colvin Court right-of-way, and it appears that the trees are proposed to be planted directly over the sewer main. City of McMinnville standards require a ten (10) foot setback from sewer mains for trees. Therefore a condition of approval is included to ensure that applicant is reminded to maintain a ten (10) foot setback for all trees from the sewer force main.

Five (5) parking lot planting islands are proposed along the eastern edge of the parking area. Each planting island has a small deciduous tree, either *Acer palmatum* ‘Bloodgood’ (Bloodgood Japanese Maple) or *Acer palmatum dissectum* ‘Crimson Queen’ (Crimson Queen Japanese Maple) with flowering evergreen *Viburnum davidii* (David Viburnum) shrubs below.

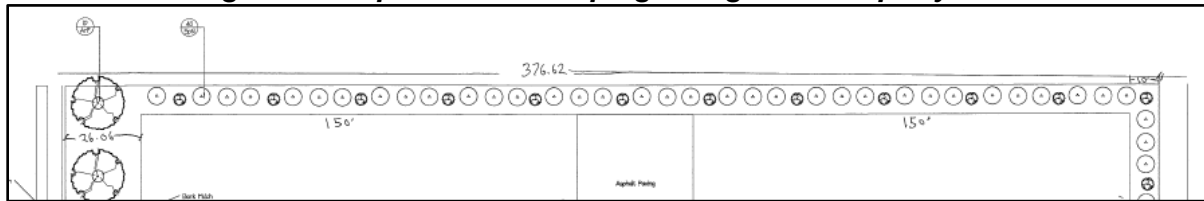
Figure 8: Proposed Landscaping Along South Property Line (NE Rivergate Street)



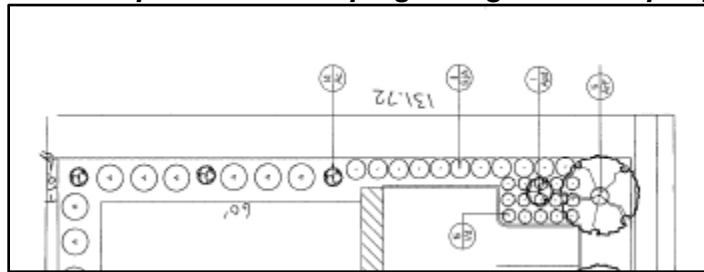
Proposed landscaping along the southern edge of the subject site includes 4 *Acer rubrum* ‘Franksred’ (Red Sunset Red Maple) trees planted between the building/parking lot and the sidewalk. Red Sunset Red Maples are medium sized shade trees, and would provide shading of the building and parking lot and screening and buffering of the site.

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Figure 9: Proposed Landscaping Along West Property Line

Along the western property line, *Acer circinatum* (Vine Maple) trees are proposed, with clusters of deciduous *Salix purpurea* 'Nana' (Nana Basket Willow) shrubs between them.

Figure 10: Proposed Landscaping Along North Property Line

Along the northern property line, the planting theme from the west property line is continued around the building. *Acer circinatum* (Vine Maple) trees are proposed, with clusters of deciduous *Salix purpurea* 'Nana' (Nana Basket Willow) shrubs between them. On the side of the parking lot, the deciduous flowering *Spiraea japonica* 'Anthony Waterer' (Anthony Waterer Spirea) shrub is proposed. Anthony Waterer Spirea grows up to five (5) feet tall and wide, and would provide screening and buffering of the adjacent parking lot from the use to the north.

CONDITION FOR FINDING: That no trees shall be planted within ten (10) feet of the sewer force main adjacent to NE Colvin Court.

17.57.070(B)(2). Screening the proposed use by sight-obscuring, evergreen plantings, shade trees, fences, or combinations of plantings and screens.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. Adjacent and surrounding properties are zoned M-2PD (General Industrial Planned Development), the same as the subject site. Therefore, specific screening between incompatible uses is not necessary. Proposed landscaping around the parking area includes evergreen shrubs and shade trees which would provide screening and shading of the parking lot.

17.57.070(B)(3). The retention of existing trees and natural areas that may be incorporated in the development of the project. The existing grade should be preserved to the maximum practical degree. Existing trees shall be provided with a watering area equal to at least one-half the crown area.

APPLICANT'S RESPONSE: None.

FINDING: Seven (7) small deciduous trees are present on the northern end of the eastern property line. With the proposed site development and further improvement of NE Colvin Court to include curb and gutter, planting strip, and sidewalk, retention of the existing trees is not feasible.

17.57.070(B)(4). The development and use of islands and plantings therein to break up parking areas.

APPLICANT'S RESPONSE: None.

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FINDING: SATISFIED. Five (5) parking lot planting islands are proposed along the eastern edge of the parking area. Each planting island has a small deciduous tree, either *Acer palmatum* 'Bloodgood' (Bloodgood Japanese Maple) or *Acer palmatum dissectum* 'Crimson Queen' (Crimson Queen Japanese Maple) with flowering evergreen *Viburnum davidii* (David Viburnum) shrubs below. The parking lot islands are generally evenly spaced, with no more than seven (7) parking spaces between planting islands.

17.57.070(B)(5). *The use of suitable street trees in the development of new subdivisions, shopping centers and like developments. Certain trees shall be prohibited in parking areas: poplar, willow, fruit, nut, birch, conifer, and ailanthus.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #6. As discussed in more detail below, street trees are required for industrial development with curb-side planter strips. A curb-side planter strip will be included in street improvements associated with the development, therefore street trees are required. No street trees are shown on the landscape plan, so a condition of approval is included to require street trees in accordance with City street tree standards in the curb-side planter strips adjacent to the subject site.

CONDITION FOR FINDING: That street trees shall be provided in the curb-side planter strip on NE Rivergate Street and NE Colvin Court adjacent to the subject site, in accordance with applicable City of McMinnville street tree standards. Street trees shall be recommended medium street trees from the McMinnville Street Tree List, or other species/variety approved by the McMinnville Landscape Review Committee, and shall be planted at a spacing of no greater than 30 feet apart.

17.57.070(B)(6). *Suitable watering facilities or irrigation systems must be included in or near all planted areas.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The proposed landscape plan indicates that all landscape beds are to receive a design build irrigation system.

17.57.070(C) *All landscaping approved through the Landscape Review Committee shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #12. A condition of approval will require that all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

CONDITION FOR FINDING: That all landscaping approved by the Landscape Review Committee and required as conditions of approval shall be maintained, including necessary watering, weeding, pruning, mowing, and replacement.

Chapter 17.58. Trees

17.58.010 Purpose. The purpose of this ordinance is to establish and maintain the maximum amount of tree cover on public and private lands in the city; reduce costs for energy, stormwater management, and erosion control; provide tree-lined streets throughout the city; select, situate and maintain trees appropriately to minimize hazard, nuisance, damage, and maintenance costs; to enhance the

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appearance, beauty and charm of the City; to increase property values and build stronger ties within neighborhoods; to implement applicable adopted Downtown Improvement Plan provisions; to promote a diverse, healthy, and sustainable community forest; and to educate the public regarding community forest issues.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The landscape plan, along with required street trees will establish tree cover on new public right-of-way to be dedicated to the City. It will provide for tree-lined streets along the new development and will enhance the appearance of the City. Conditions of approval have been included in the findings described in further detail below to ensure that the planting of street trees meets all necessary street tree standards, which will result in the appropriate planting and maintenance of the street trees. This will help minimize hazard, nuisance, damage, and maintenance costs.

17.58.080 Street Tree Planting—When Required. All new multi-family development, commercial or industrial development, subdivisions, partitions, or parking lots fronting on a public roadway which has a designated curb-side planting strip or planting island shall be required to plant street trees in accordance with the standards listed in Section 17.58.090.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The property is zoned M-2 (General Industrial), and the request concerns a new industrial development. A curb-side planting strip will be installed along NE Rivergate Street and NE Colvin Court when the street is improved during development, therefore street trees are required, in accordance with City standards.

17.58.090 Street Tree Standards.

17.58.090(A). The species of the street trees to be planted shall be chosen from the McMinnville Street Tree List, as approved by Resolution 2016-22, unless approval of another species is given by the McMinnville Landscape Review Committee. The Landscape Review Committee may periodically update the McMinnville Street Tree List as necessary to reflect current arborist practices and industry standards.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #6. A condition of approval is included to ensure that street trees shall be selected from the McMinnville Street Tree List, or be otherwise approved by the Landscape Review Committee.

CONDITION FOR FINDING: That street trees shall be provided in the curb-side planter strip on NE Rivergate Street and NE Colvin Court adjacent to the subject site, in accordance with applicable City of McMinnville street tree standards. Street trees shall be recommended medium street trees from the McMinnville Street Tree List, or other species/variety approved by the McMinnville Landscape Review Committee, and shall be planted at a spacing of no greater than 30 feet apart.

17.58.090(B). Street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well-developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.

APPLICANT'S RESPONSE: None.

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FINDING: SATISFIED WITH CONDITION OF APPROVAL #9. A condition of approval is included to ensure that street trees shall meet City standards for size and quality at the time of planting.

CONDITION FOR FINDING: That street trees shall be a minimum of two (2) inches in caliper measured at six (6) inches above ground level. All trees shall be healthy grown nursery stock with a single straight trunk, a well-developed leader with tops and roots characteristic of the species cultivar or variety. All trees must be free of insects, diseases, mechanical injury, and other objectionable features when planted.

17.58.090(C). Small or narrow stature trees (under 25 feet tall and less than 16 feet wide branching) should be spaced no greater than 20 feet apart; medium sized trees (25 feet to 40 feet tall, 16 feet to 35 feet wide branching) should be spaced no greater than 30 feet apart; and large trees (over 40 feet tall and more than 35 feet wide branching) should be spaced no greater than 40 feet apart. Within residential developments, street trees should be evenly spaced, with variations to the spacing permitted as approved by the City for specific site limitations and safety purposes. [...]

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #6. A condition of approval is included to ensure that street trees shall be spaced at no greater than the maximum spacing for the required tree stature.

CONDITION FOR FINDING: That street trees shall be provided in the curb-side planter strip on NE Rivergate Street and NE Colvin Court adjacent to the subject site, in accordance with applicable City of McMinnville street tree standards. Street trees shall be recommended medium street trees from the McMinnville Street Tree List, or other species/variety approved by the McMinnville Landscape Review Committee, and shall be planted at a spacing of no greater than 30 feet apart.

17.58.090(D). When located adjacent to a local residential street or minor collector street, street trees shall be planted within a curbside landscape strip measuring a minimum of three (3) feet in width. Street trees adjacent to major collector streets or arterial streets shall be placed a minimum of four (4) feet from the back edge of the sidewalk. In no case shall a tree be planted closer than two and one-half (2 1/2) feet from the face of a curb.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. NE Rivergate Street and NE Colvin Court, both local streets, will be improved with the development. A five (5) foot wide curb-side planting strip, which is greater than the three (3) foot minimum requirement, will be provided. The street trees being required by condition of approval are "medium" sized trees from the McMinnville Street Tree List. Medium sized trees require a minimum five (5) foot wide planter strip based on the requirements of the McMinnville Street Tree List, and this is being satisfied with the proposed planter strip.

17.58.090(E). Street trees shall not be planted within ten (10) feet of fire hydrants, utility poles, sanitary sewer, storm sewer or water lines, or within twenty (20) feet of street light standards or street intersections, or within five (5) feet of a private driveway or alley. New utility poles shall not be located within five (5) feet of an existing street tree. Variations to these distances may be granted by the Public Works Director and as may be required to ensure adequate clear vision.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #8. A condition of approval has been included to ensure that setbacks from all current and future utilities are maintained.

CONDITION FOR FINDING: That the applicant is reminded that trees are not to be planted within:

- a. Five (5) feet of a private driveway or alley;
- b. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
- c. Twenty (20) feet of street light standards or street intersections.

17.58.090(F). Existing street trees shall be retained unless approved by the Planning Director for removal during site development or in conjunction with a street construction project. Sidewalks of variable width and elevation may be utilized as approved by the Planning Director to save existing street trees. Any street tree removed through demolition or construction within the street right-of-way, or as approved by the City, shall be replaced within the street right-of-way at a location approved by the city with a tree, or trees, of similar value. As an alternative the property owner may be required to pay to the City an amount sufficient to fund the planting and establishment by the city of a tree of similar value. The value of the existing street tree to be removed shall be calculated using the methods set forth in the edition then in effect of the "Guide for Plant Appraisal" published by the International Society of Arboriculture Council of Tree Landscape Appraisers. The developer or applicant shall be responsible for the cost of the planting, maintenance and establishment of the replacement tree.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. There are no street trees on or adjacent to the subject site. Therefore, these standards do not apply.

17.58.090(G). Sidewalk cuts in concrete for tree planting shall be a minimum of four feet by six feet, with the long dimension parallel to the curb, and if located within the Downtown Tree Zone shall follow the design drawing or updated design drawings and specifications as periodically developed and adopted by the City.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED. The applicant is not proposing to locate street trees within sidewalk cuts, therefore these standards do not apply.

17.58.120 Street Tree Maintenance.

- A. Street trees shall be continually maintained, including necessary watering, weeding, pruning and replacement, by the developer or property owner for one full growing season following planting, or as may be required by the City.
- B. Street tree plans, or landscape plans including street trees, shall be maintained in perpetuity. In the event that a street tree must be replaced, the adjacent property owner or developer shall plant a replacement tree of a species from the approved street tree or landscape plan.
- C. Maintenance of street trees, other than those located in the Downtown Tree Zone shall be the continuing obligation of the abutting property owner. The City shall undertake regular maintenance of street trees within the Downtown Tree Zone in accordance with appropriate horticultural practices including pruning and fertilizing to properly maintain the health of such trees.
- D. Street trees, as they grow, shall be pruned to provide at least eight (8) feet of clearance above sidewalks and thirteen (13) feet above local streets, fifteen (15) feet above collector streets, and eighteen (18) feet above arterial streets. This provision may be waived in the case of newly planted trees so long as they do not interfere with public travel, sight distances, or endanger public safety as determined by the City. Major pruning, as defined in Section 17.58.020, of a street tree must be approved by the City in accordance with Section 17.58.040.

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION OF APPROVAL #11. A condition of approval has been included to ensure that the street trees are continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.

CONDITION FOR FINDING: That all street trees shall be continually maintained, including necessary watering, weeding, pruning, and replacement, by the developer or property owner. Maintenance of the street trees shall be the continuing obligation of the abutting property owner.

Chapter 17.61 Solid Waste and Recycling Enclosure Plan

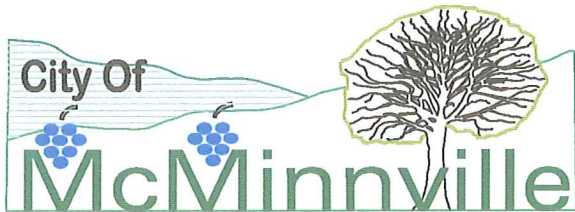
17.61.030(C) *Any trash or recycling enclosure which is visible from the street must provide landscaping around three (3) sides of the structure. Climbing vines and screening shrubs or hedges are appropriate and landscaping must be a minimum of three-feet (3) in height at the time of planting.*

APPLICANT'S RESPONSE: None.

FINDING: SATISFIED WITH CONDITION #3. The trash and recycling enclosure is located between the two (2) proposed buildings. It is directly across the parking lot from the driveway access from Colvin Court, making it visible from the Colvin Court right-of-way. The landscape plan does not show any landscaping around the trash enclosure. Therefore, a condition of approval is included to require landscaping be provided around three (3) sides of the trash and recycling enclosure. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.

CONDITION FOR FINDING: That landscaping be provided around a three (3) sides of the trash and recycling enclosure. Climbing vines and screening shrubs are appropriate, and plant material must be a minimum of three (3) feet in height at the time of planting.

JF



Planning Department
 231 NE Fifth Street ◦ McMinnville, OR 97128
 (503) 434-7311 Office ◦ (503) 474-4955 Fax
www.mcminnvilleoregon.gov

509-20-000020-Plng

Office Use Only:	
File No.	<u>L 2-20</u>
Date Received	<u>1-15-20</u>
Fee	<u>801.35</u>
Receipt No.	<u>201820</u>
Received by	<u>[Signature]</u>

Landscape Plan Review Application

Applicant Information

Applicant is: Property Owner Contract Buyer Option Holder Agent Other _____

Applicant Name Premier Home Builders Inc. Phone 435-2085
 Contact Name Dave Ryan Phone _____
(If different than above)
 Address 1312 NE Hwy 99W
 City, State, Zip McMinnville, OR 97128
 Contact Email daver.premier@gmail.com

Property Owner Information

Property Owner Name _____ Phone _____
(If different than above)
 Contact Name _____ Phone _____
 Address _____
 City, State, Zip _____
 Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Property Address 1805-1815 Colvin Ct.
 Assessor Map No. R4 - - Total Site Area aprox 49,300 sq ft
 Subdivision _____ Block _____ Lot Tax Lot# 3321
 Comprehensive Plan Designation Industrial Zoning Designation Light Industrial M-2PD


Landscaping Information

- 1. Total Landscaped Area: aprox. 12,078 sq ft.
- 2. Percent Landscaped: 25%
- 3. Building Floor Area:
New Structure: _____ Existing Structure: _____ Addition: _____
18,000 sq ft (both buildings)
- 4. Architect Name C&D Landscape Phone 503-864-3551
(Landscape Architect; Engineer; or Other Designer)
Contact Name Josh Kearns Phone _____
Address 16800 NE McDougall Rd.
City, State, Zip Dayton, OR 97114
Contact Email Josh@canddlandscape.com


In addition to this completed application, the applicant must provide the following:

- Two (2) copies of the proposed landscape plan containing the information listed in the information sheet and Chapter 17.57 (Landscaping) of the Zoning Ordinance.*
- Payment of the applicable review fee, which can be found on the Planning Department web page.*

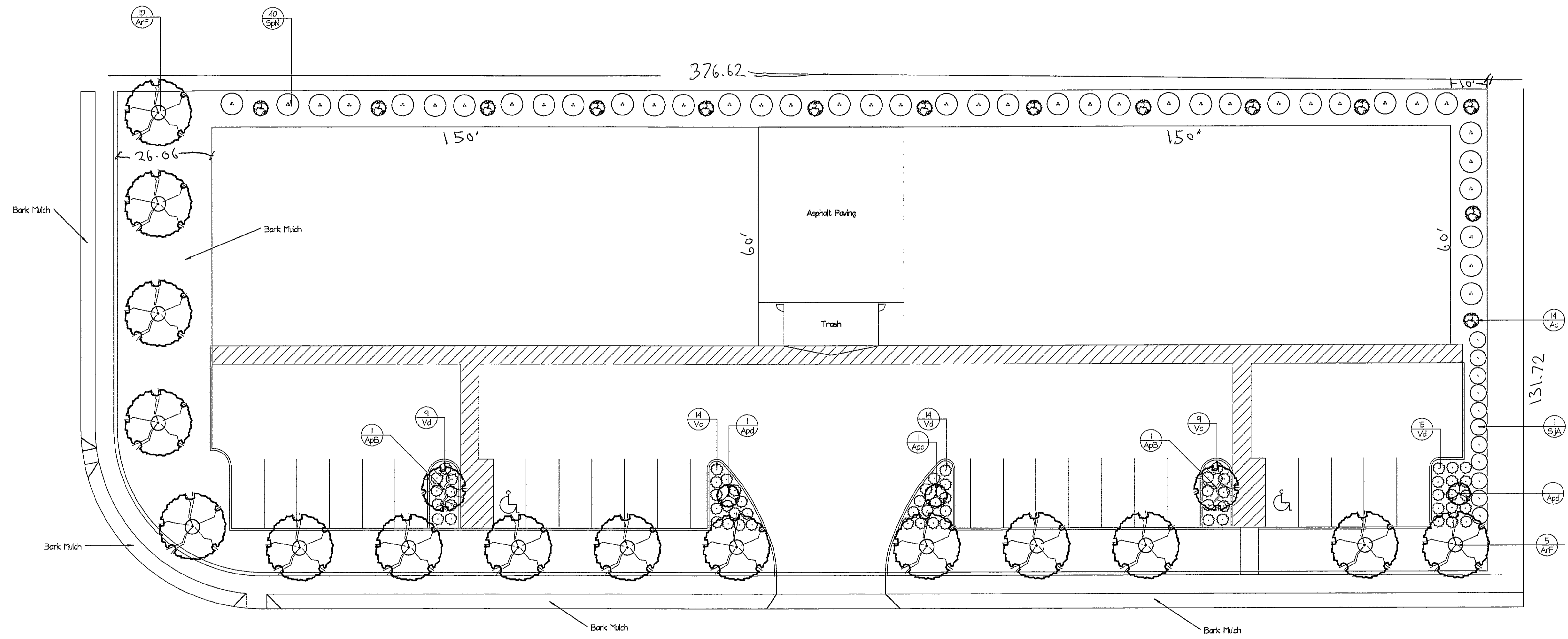
I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.


Applicant's Signature

1/15/2020
Date


Property Owner's Signature

1/15/2020
Date



- * All Shrub Beds to receive a design build automatic irrigation system
- * All Shrub beds to receive 2" of Hemlock Bark Mulch

Key	Qty	Botanical Name	Common Name	Size/Condition
Trees				
Ac	14	<i>Acer circinatum</i>	VINE MAPLE	6-7'
ApB	2	<i>Acer palmatum 'Bloodgood'</i>	BLOODGOOD JAPANESE MAPLE	6-7'
Apd	3	<i>Acer palmatum dissectum 'Crimson Queen'</i>	CRIMSON QUEEN JAPANESE THREADLEAF MAPLE	3' Branched
ArF	5	<i>Acer rubrum 'Franksred (Red Sunset)'</i>	FRANKSRED (RED SUNSET) RED MAPLE	2' Cal
Shrubs				
SpN	40	<i>Salix purpurea 'Nana'</i>	NANA BASKET WILLOW	5 Gal
SpA	1	<i>Spiraea japonica 'Anthony Waterer'</i>	ANTHONY WATERER SPIREA	5 Gal
Vd	41	<i>Viburnum davidii</i>	DAVID VIBURNUM	1 gal



Colvin Court
 McMinnville, Or
 DATE 08/23/19
 DRAWING # 2019/016

Landscape Planting Plan

SCALE 1" = 10'

L 10