



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
July 19, 2017
12:00 PM

Committee Members	Agenda Items
Rob Stephenson Chair Sharon Gunter Vice-Chair Josh Kearns RoseMarie Caughran Tim McDaniel	<ol style="list-style-type: none"> 1. Call to Order 2. Citizen Comments 3. Approval of Minutes <ol style="list-style-type: none"> A. None 4. Action Items <ol style="list-style-type: none"> A. L 21-17 – Landscape Plan (Exhibit 1) 1439 NE Lafayette Avenue B. L 22-17 – Landscape Plan (Exhibit 2) 1615 NE Riverside Drive C. L 23-17 – Landscape Plan (Exhibit 3) 1701 NE Highway 99W D. L 24-17 – Landscape Plan (Exhibit 4) 904 NE 10th Street 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 - STAFF REPORT

DATE: July 19, 2017
TO: Landscape Review Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4A: L 21-17

Report in Brief:

An application for a landscape plan for a redeveloped portion of an existing industrial site and facility (L 21-17) to be reviewed by the Landscape Review Committee. This plan was revised based on comments provided by the Landscape Review Committee at the June 21, 2017 meeting.

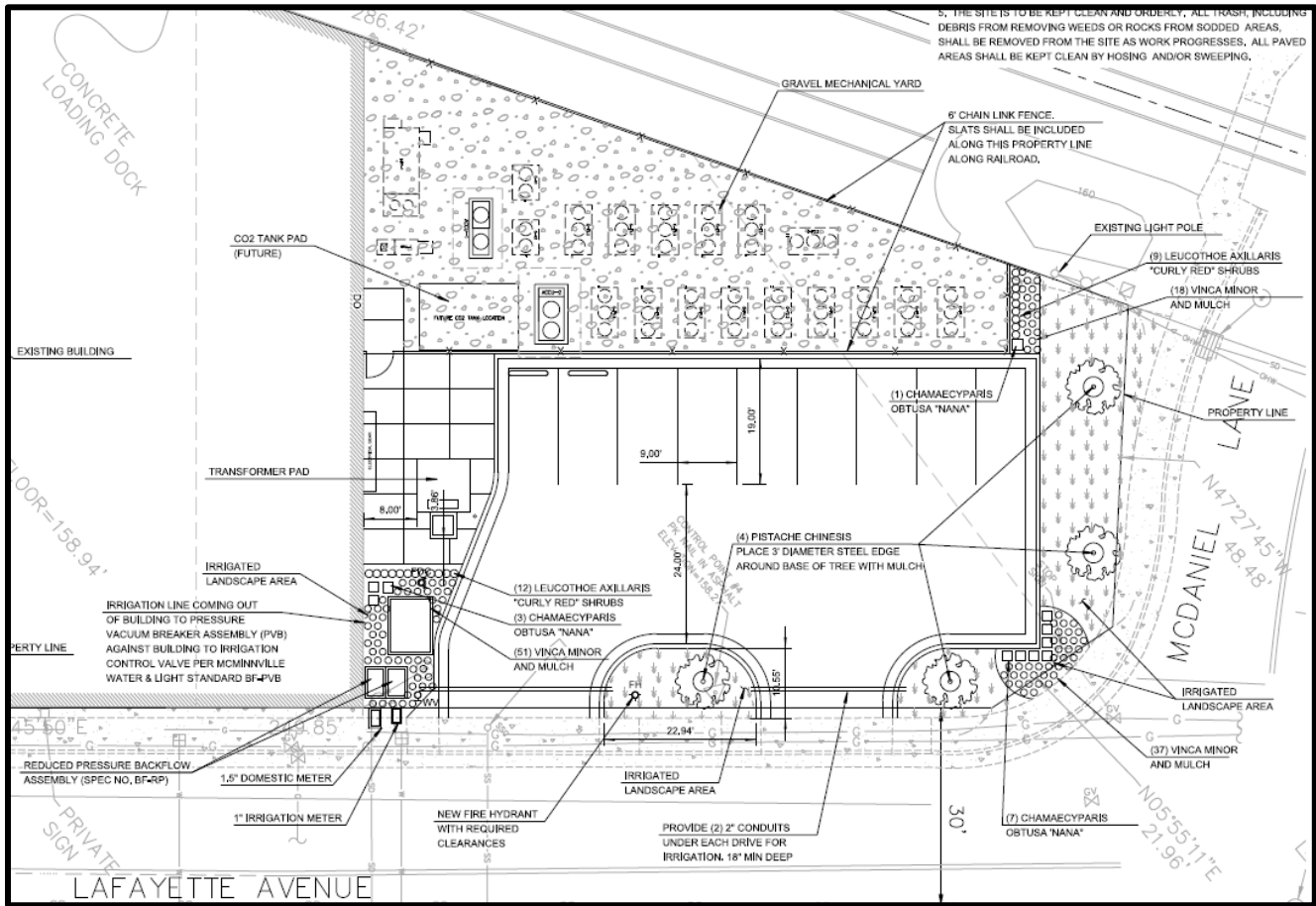
Background:

The applicant, Darcey Wenzel on behalf of 2WR & Partners, submitted a landscape plan review application to install landscaping on the site of a redeveloped portion of an existing industrial site and facility located at 1439 NE Lafayette Avenue. The subject property is more specifically described as Tax Lot 3300, Section 16DC, T. 4 S., R. 4 W., W.M.

The original plan was reviewed by the Landscape Review Committee at the June 21, 2017 regular meeting. At that meeting, the committee voted to continue the application to allow for additional information to be provided.

Discussion:

The subject property is zoned M-1 (Light Industrial). The site is currently developed, and the applicant is proposing to demolish the smaller existing building on the eastern portion of the site and use that space for parking and mechanical equipment. The larger building on the site will remain and will not be altered, and that portion of the site will not substantially change in any way. The portion of the site that is being redeveloped, the eastern portion of the site, is the area that is being required to provide landscaping. The subject site can be seen below as a red outlined area:



The applicant is proposing to install four (4) Chinese Pistache (*Pistacia chinensis*) trees, in place of the previously proposed Coral Bark Japanese Maple (*Acer palmatum* 'Sango Kaku') trees. Chinese Pistache trees are a species listed on the McMinnville Street Tree List. These trees will grow to a mature height of 30 to 25 feet and a mature width of 25-30 feet. The height and width of these trees is greater than the previously proposed Coral Bark Japanese Maple trees. Based on the proposed spacing of the trees and the mature width, the trees should grow to provide a full canopy on the McDaniel Lane frontage of the site.

On the corner of the property near the intersection of NE Lafayette Avenue and NE McDaniel Lane, the applicant was proposing to install a landscaped planter area with smaller evergreen shrubs (*Leucothoe axillaris* 'Curly Red') and smaller low-growing plants for groundcover (*Lithodora diffusa* 'Heavenly Bamboo'). Additional landscaped areas with identical plant materials will be installed on the east side of the mechanical yard, and on the west side of the parking lot around other utilities and transformers near the building. The committee has concerns with the use of *Lithodora* and had suggest that the applicant use a plant material more suited to this climate such as Dwarf Periwinkle. The applicant has replaced the previously proposed *Lithodora* with Dwarf Periwinkle (*Dwarf Vinca minor*).

In terms of the spacing of the proposed plant materials, the applicant adjusted the spacing on the plan and in the planting table to show plant spacing that better coincided with the mature width of the plant materials.

The applicant also revised the proposed chain link fence around the gravel mechanical yard. The revised landscape plan now shows the six (6) foot chain link fence around the entire perimeter of the gravel mechanical yard. However, they are only showing slats to be installed in the fence along the property line that is adjacent to the railroad. Staff's original intent was that the chain link fence be

installed to provide for additional screening of the mechanical yard. Therefore, staff is still recommending a condition of approval that slats be installed in the chain link fence along the entire perimeter of the mechanical yard.

Fiscal Impact:

None.

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.

Recommendation/Suggested Motion:

Based on the findings described in the staff report and decision document, staff is recommending that the landscape plan be approved with the following conditions:

1. That the applicant shall install landscaping as shown on the submitted landscape plan dated June 29, 2017.
2. That the four (4) Chinese Pistache (*Pistacia chinensis*) trees shall be a minimum of eight (8) feet in height when planted, or if that height of tree is not available, the trees shall be a minimum of three (3) inches in caliper measured at six (6) inches above grade.
3. That the applicant is reminded that trees are not to be planted within:
 - a. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - b. The required clear vision triangle at the intersection of NE Lafayette Avenue and NE McDaniel Lane. An enclosed drawing depicts the clear vision area that trees cannot be planted within.
4. That the applicant shall maintain proper clearances around the existing and future water services and fire hydrant that will be located near the northwest corner of the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, or within one (1) foot of water meters that may be located near NE Lafayette Avenue. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
5. That the applicant shall install sight-obscuring slats in the six (6) foot chain link fence around the entire perimeter of the gravel mechanical yard to ensure that this area is screened from view from all sides, including the public right-of-way and adjacent properties to the south.
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.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE LANDSCAPE REVIEW COMMITTEE APPROVE L 21-17 WITH THE CONDITIONS OF APPROVAL AS RECOMMENDED BY STAFF.

CD:sjs



CAUTION
 NOTICE TO CONTRACTOR
 THE CONTRACTOR IS SPECIFICALLY CAUTIONED THE LOCATION AND ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF THE UTILITIES

PLANT QUANTITIES AND SIZES						
QUANTITY	BOTANICAL NAME	COMMON NAME	PLANTING SIZE	PLANTING SPACING	MATURE HEIGHT	MATURE WIDTH
4	PISTACHE CHINENSIS	CHINESE PISTACHE	8 FOOT 1.5" CALIPER	AS SHOWN	30-40 FEET	20-25 FEET
21	LEUCOTHOE AXILLARIS "CURLY RED"	CURLY RED LEUCOTHOE	3 TO 5 GALLON	14 INCHES	15-18 INCHES	16-18 INCHES
106	DWARF VINCA MINOR	DWARF PERIWINKLE	4 INCH	18 INCHES	4-6 INCHES	6-18 INCHES
11	CHAMAECYPARIS OBTUSA "NANA" (NOT "NANA GRACILLIS)	DWARF HINOKI	2 GALLON	2 FEET	2 FEET	3 FEET

PARKING SUMMARY	
VAN ACCESSIBLE	1
STANDARD PARKING	11
TOTAL PARKING	12
REQUIRED PARKING	9

REQUIRED PARKING BASED ON 1 SPACE PER 2000 SF (WAREHOUSING)

LANDSCAPE REQUIREMENTS

TOTAL SITE AREA OF PROPERTY: APPROX 29,027 SF (0.64 ACRES)
 TOTAL NORTH PARKING AREA: APPROX 9,220 SF
 7% = 646 SF
 5% = 461 SF
 TOTAL LANDSCAPE AREA PROVIDED = 1,486 SF = 16%

IRRIGATION REQUIREMENTS

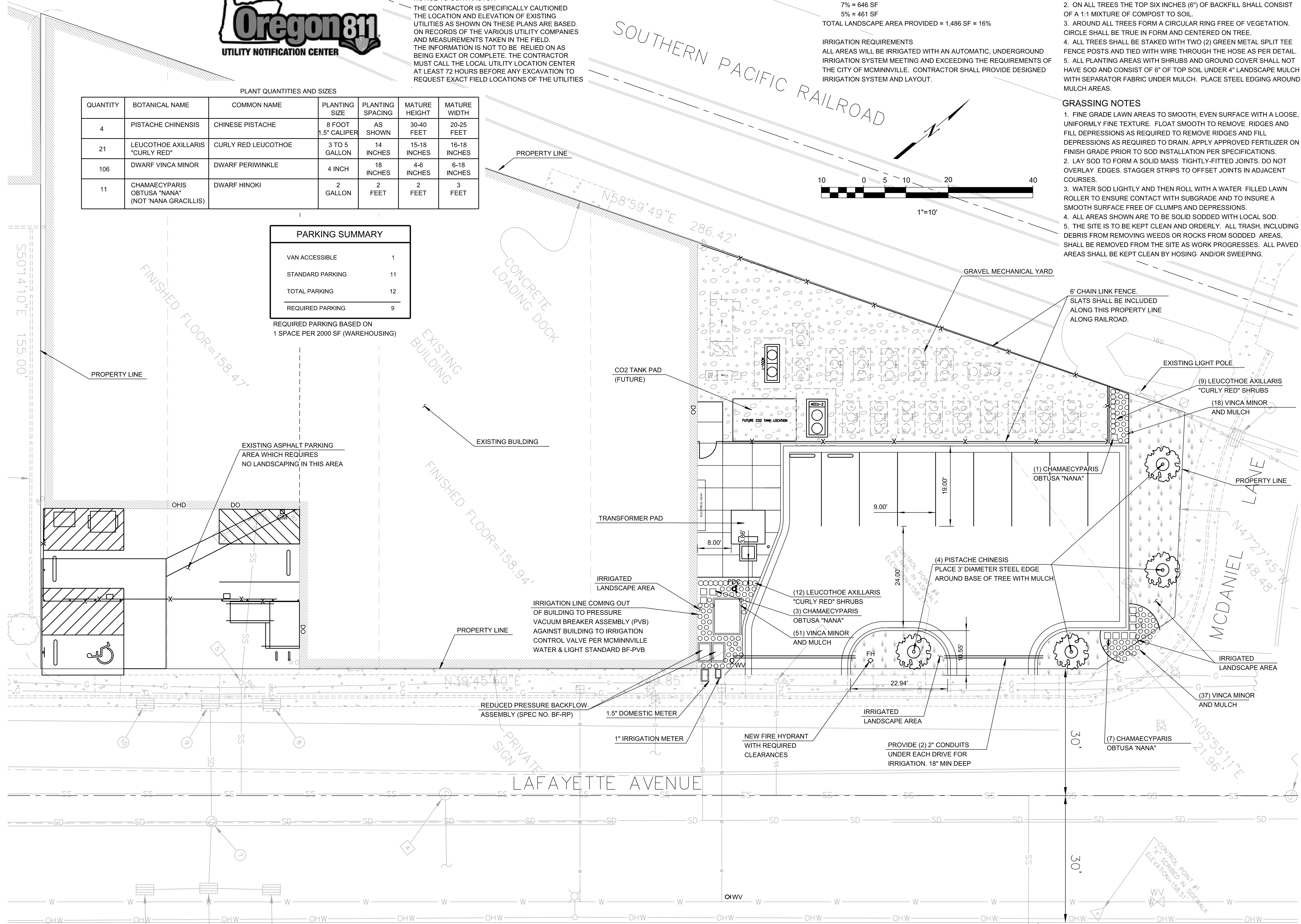
ALL AREAS WILL BE IRRIGATED WITH AN AUTOMATIC, UNDERGROUND IRRIGATION SYSTEM MEETING AND EXCEEDING THE REQUIREMENTS OF THE CITY OF MCMINNVILLE. CONTRACTOR SHALL PROVIDE DESIGNED IRRIGATION SYSTEM AND LAYOUT.

PLANTING NOTES

1. STAKE ALL TREE LOCATIONS FOR APPROVAL BY THE OWNER PRIOR TO DIGGING TREE PITS.
2. ON ALL TREES THE TOP SIX INCHES (6") OF BACKFILL SHALL CONSIST OF A 1:1 MIXTURE OF COMPOST TO SOIL.
3. AROUND ALL TREES FORM A CIRCULAR RING FREE OF VEGETATION. CIRCLE SHALL BE TRUE IN FORM AND CENTERED ON TREE.
4. ALL TREES SHALL BE STAKED WITH TWO (2) GREEN METAL SPLIT TEE FENCE POSTS AND TIED WITH WIRE THROUGH THE HOSE AS PER DETAIL.
5. ALL PLANTING AREAS WITH SHRUBS AND GROUND COVER SHALL NOT HAVE SOD AND CONSIST OF 6" OF TOP SOIL UNDER 4" LANDSCAPE MULCH WITH SEPARATOR FABRIC UNDER MULCH. PLACE STEEL EDGING AROUND MULCH AREAS.

GRASSING NOTES

1. FINE GRADE LAWN AREAS TO SMOOTH, EVEN SURFACE WITH A LOOSE, UNIFORMLY FINE TEXTURE. FLOAT SMOOTH TO REMOVE RIDGES AND FILL DEPRESSIONS AS REQUIRED TO DRAIN. APPLY APPROVED FERTILIZER ON FINISH GRADE PRIOR TO SOD INSTALLATION PER SPECIFICATIONS.
2. LAY SOD TO FORM A SOLID MASS TIGHTLY-FITTED JOINTS. DO NOT OVERLAY EDGES. STAGGER STRIPS TO OFFSET JOINTS IN ADJACENT COURSES.
3. WATER SOD LIGHTLY AND THEN ROLL WITH A WATER FILLED LAWN ROLLER TO ENSURE CONTACT WITH SUBGRADE AND TO INSURE A SMOOTH SURFACE FREE OF CLUMPS AND DEPRESSIONS.
4. ALL AREAS SHOWN ARE TO BE SOLID SODDED WITH LOCAL SOD.
5. THE SITE IS TO BE KEPT CLEAN AND ORDERLY. ALL TRASH, INCLUDING DEBRIS FROM REMOVING WEEDS OR ROCKS FROM SODDED AREAS, SHALL BE REMOVED FROM THE SITE AS WORK PROGRESSES. ALL PAVED AREAS SHALL BE KEPT CLEAN BY HOSE AND/OR SWEEPING.



7430 E. Caley Ave
 Suite 280E
 Centennial, CO 80111
 P. (720) 258-4780
 F. (720) 258-4762



WILLAMETTE HAZE

1439 NE LAFAYETTE AVENUE
 MCMINNVILLE, OREGON 97128

CONSTRUCTION DOCUMENTS

Project Number: D16-074
 Date: 15 MAY 2017
 Drawn By: MDE
 Checked By: DWB
 Revisions:

No.	Date	Description
1	6/29/17	CITY COMMENTS

Sheet Description
PLANTING PLAN

Sheet Number

L1.0

6/30/2017 8:51:41 AM \\cslserver\projects\175001\Willamette Haze\Dgn\L01Planting.dgn



June 29, 2017

Chuck Darnell
Associate Planner
City of McMinnville
231 NE 5th Street
McMinnville, OR 97128

RE: Willamette Haze – Landscape Comments Response Letter
1439 NE Lafayette Avenue., McMinnville, OR
Application No. (L 21-17)

Dear Mr. Darnell:

Wallace Engineering has reviewed the landscape comments provided by the McMinnville Landscape Review Committee received by email dated June 26, 2017, and has the following response:

Landscape Plan – L1.0:

- 1) The Committee did not believe that the proposed Japanese Maple trees would provide adequate screening of the site. The Committee suggested that, in place of the Japanese Maple trees, the applicant use a tree from the McMinnville Street Tree List. A copy of that list is attached here for your reference.
 - *The Japanese Maples were replaced with a Chinese Pistache which was included in the McMinnville Street Tree List.*
- 2) The Committee did not believe that the proposed Lithodora would survive well as a ground cover in this climate. The Committee suggested that the applicant choose a different ground cover more suited to this area such as a Dwarf Vinca Minor.
 - *The Lithodora was replaced with the requested Dwarf Vinca Minor.*
- 3) The Committee was not comfortable with the spacing of the shrubs and groundcover as shown on the landscape plan, based on the proposed spacing and the mature plant widths. The Committee would like the applicant to review the proposed spacing standards for the identified plant material, and either revise the spacing or provide reasoning for the proposed spacing.
 - *Additional plantings were provided with the requested reduced spacing.*
- 4) Staff had suggested that a condition of approval be included to require fencing around the entire gravel mechanical yard. The Committee stated that they would likely support that as a condition if the application is approved next month. The applicant could add that fencing to the landscape plan if revisions are being made.
 - *The fencing was extended around the entire gravel mechanical yard. Slats will only be provided for the fencing along the property line adjacent to the railroad.*

Willamette Haze
Landscape Comments Response Letter
June 29, 2017
Page 2

If you have any questions or need additional information, please do not hesitate to contact us.

Sincerely,

WALLACE ENGINEERING • STRUCTURAL CONSULTANTS, INC.
Civil Engineering Services

A handwritten signature in black ink, reading "Danny Baldwin". The signature is written in a cursive style with a large, stylized "D" and "B".

Danny Baldwin, P.E.
Associate



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

503-434-7311
www.mcminnvilleoregon.gov

DECISION DOCUMENT – 1439 NE LAFAYETTE AVENUE

DECISION, CONDITIONS OF APPROVAL, AND FINDINGS OF FACT OF THE MCMINNVILLE LANDSCAPE REVIEW COMMITTEE FOR APPROVAL OF LANDSCAPE PLAN FOR A PORTION OF A REDEVELOPED INDUSTRIAL SITE AT 1439 NE LAFAYETTE AVENUE

- DOCKET:** L 21-17 (Landscape Plan)
- REQUEST:** The applicant requested the approval of a landscape plan for a portion of a redeveloped industrial site. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.030 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.
- LOCATION:** The property in question is located at 1439 NE Lafayette Avenue. The subject property is more specifically described as Tax Lot 3300, Section 16DC, T. 4 S., R. 4 W., W.M.
- ZONING:** The subject site is designated as Industrial on the McMinnville Comprehensive Plan Map, and is zoned M-1 (Light Industrial).
- APPLICANT:** Darcey Wenzel, on behalf of 2WR & Partners
- STAFF:** Chuck Darnell, Associate Planner
- DECISION-MAKING BODY:** McMinnville Landscape Review Committee
- DATE & TIME:** June 21, 2017 and July 19, 2017. Meetings were held at the Community Development Center, 231 NE 5th Street, McMinnville, OR 97128
- COMMENTS:** No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

ATTACHMENTS:

1. Application for Landscape Plan Review
2. Revised Landscape Plan dated June 29, 2017
3. Response to Landscape Review Committee Comments on First Version of Landscape Plan

DECISION

Based on the findings and conclusions, the Landscape Review Committee recommends **APPROVAL WITH CONDITIONS** of the landscape plan (L 21-17).

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

Planning Staff: _____
Chuck Darnell, Associate Planner

Date: _____

Planning Department: _____
Heather Richards, Planning Director

Date: _____

Application Summary:

The applicant requested the approval of a landscape plan a portion of a redeveloped industrial site. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.030 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.

CONDITIONS OF APPROVAL

1. That the applicant shall install landscaping as shown on the submitted landscape plan dated June 29, 2017.
2. That the four (4) Chinese Pistache (*Pistacia chinensis*) trees shall be a minimum of eight (8) feet in height when planted, or if that height of tree is not available, the trees shall be a minimum of three (3) inches in caliper measured at six (6) inches above grade.
3. That the applicant is reminded that trees are not to be planted within:
 - a. Ten (10) feet of a fire hydrant, transformer, power or water vault, water meter box, utility pole, sanitary sewer, storm or water line; or
 - b. The required clear vision triangle at the intersection of NE Lafayette Avenue and NE McDaniel Lane. An enclosed drawing depicts the clear vision area that trees cannot be planted within.
4. That the applicant shall maintain proper clearances around the existing and future water services and fire hydrant that will be located near the northwest corner of the site. Landscaping shall not be placed within four (4) feet of fire hydrants, within four (4) feet of water valves, or within one (1) foot of water meters that may be located near NE Lafayette Avenue. Minor adjustments in plant placement from the locations shown on the approved landscape plan are allowed if relocation is necessary to meet minimum clearances.
5. That the applicant shall install sight-obscuring slats in the six (6) foot chain link fence around the entire perimeter of the gravel mechanical yard to ensure that this area is screened from view from all sides, including the public right-of-way and adjacent properties to the south.
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.

ATTACHMENTS

1. Application for Landscape Plan Review

COMMENTS

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval.

FINDINGS OF FACT

1. Darcey Wenzel, on behalf of 2WR & Partners, submitted a landscape plan review application to install landscaping on the site of a redeveloped portion of an existing industrial site and facility located at 1439 NE Lafayette Avenue. The subject property is more specifically described as Tax Lot 3300, Section 16DC, T. 4 S., R. 4 W., W.M.
2. The site is currently zoned M-1 (Light Industrial), and is designated as Industrial on the McMinnville Comprehensive Plan Map, 1980.
3. This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. No comments in opposition have been provided. Comments and suggested conditions of approval were provided, and have been incorporated into the conditions of approval in this document.
4. A public meeting was held by the Landscape Review Committee on June 21, 2017 to review the application and proposed landscape plan. No comments in opposition were provided by the public prior to the public meeting.
5. The Landscape Review Committee voted to continue the application on June 21, 2017 in order for the applicant to provide more information. A revised landscape plan was submitted and reviewed by the Landscape Review Committee on July 19, 2017.
6. The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

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.
3. *Local Streets*
–Landscaping should be encouraged along public rights-of-way.

Finding: Goal VI 1 and Policy 122.00 are satisfied in that trees will be installed along the public right-of-way along NE Lafayette Avenue and along NE McDaniel Lane. The trees are not located in the public right-of-way, but are being placed along the property lines so that they are visible from the public right-of-way and provide screening of the use from the public right-of-way.

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.

Finding: Goal X 1 and Policy 188.00 are satisfied in that 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 Planning Commission and/or McMinnville City Council review of the request and recommendation at an advertised public hearing. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

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

17.39.040 Design Standards. [...]

C. Perimeter Treatment. The purpose of perimeter treatment, or buffering, is to provide visual barriers which block the glare of lights, signs, and structures; provide privacy and protection; and reduce or eliminate potential adverse impacts of visual or noise pollution between M-1 zoned properties and adjacent residential development. Perimeter treatment or buffering typically consists of dense landscaping, fencing, or block walls or combination of these elements. Utilities, sidewalks, and bikeways may be located within required perimeter treatment areas. [...]

3. A buffer yard shall be provided along all perimeters which abut a residential or commercial zone, existing residential or commercial use, or public roadway. The purpose of the buffer yard is to reduce the building scale, provide transition between contrasting uses and architectural design, and to soften, rather than block, the view of incompatible or undesirable views. At a minimum buffer yards adjacent to residential zones or uses shall be fifteen (15) feet in width, have a six (6) foot tall wood or masonry fence located along the inside edge of the yard, and landscaping to include two (2) canopy trees, four (4) evergreen trees, three (3) understory trees, twelve (12) shrubs, and groundcover for each one-hundred (100) lineal feet of perimeter. Buffer yards adjacent to commercial zones or uses shall be a minimum of ten (10) feet in width with landscaping to include one (1) canopy tree, three (3) evergreen trees, two (2) understory trees, eight (8) shrubs, and groundcover for each one-hundred (100) lineal feet of perimeter. Buffer yards adjacent to a public roadway shall be a minimum of eight (8) feet in width with landscaping to include street trees a minimum of eight (8) feet in height and two (2) inches in caliper and spaced appropriate to their species; shrubs; and groundcover. Buffer yards of less than one-hundred (100) lineal feet shall provide landscaping at a density equal to or greater than that required herein, or as may be required by the Landscape Review Committee. Maintenance of the buffer yard shall be the continuing obligation of the property owner.

Finding: The property in question has about 105 feet of frontage along NE Lafayette Avenue, and about 60 feet of frontage along NE McDaniel Lane. The buffer yards being provided range from about nine (9) feet to 12 (twelve) feet in width. Trees, shrubs, and groundcover are being provided, as the areas outside of the landscaped planter areas will be covered with sod. These proposed landscaped treatments meet the minimum requirements for a buffer yard in the M-1 Light Industrial zone adjacent to a public roadway. A condition of approval has been included to require that the Chinese Pistache (*Pistacia chinensis*) trees be a minimum of eight (8) feet in height when installed, or if that height of tree is not able to be sourced, that the trees be a minimum of three (3) inches in caliper measured at six (6) inches above grade.

17.57.010 Purpose and intent. The purpose and intent of this chapter is to enhance the appearance of the city by encouraging quality landscaping which will benefit and protect the health, safety, and welfare of the general public. By relating all the requirements of the zoning ordinance to the project in one review procedure, the review will assist the developer in integrating the uses of the property with the landscaping, will relate the project to surrounding property uses in existence or projected, and will attempt to minimize project costs. The landscaping provisions in Section 17.57.050 are in addition to all other provisions of the zoning ordinance which relate to property boundaries, dimensions, setback, vehicle access points, parking provisions and traffic patterns. The landscaping objectives shall also seek to accomplish the purposes set forth in Section 17.03.020.

Finding: The landscape plan as proposed would enhance the appearance of the city and will benefit the health, safety, and welfare of the general public. The landscape plan as proposed 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 Plans—Submittal and review—Approval—Time limit for completion.

- C. The landscaping plan shall be approved if it is found to be compatible with the purpose, intent, and requirements of this chapter. Approval of the landscaping plan shall be indicated upon the plot plans. Any modifications shall be specified on the plans and agreed to in writing by the applicant prior to the issuance of a building permit. One copy of said approved plan shall be retained by the Planning Department and included within the permanent file;

Finding: The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below. Modifications as required by the conditions of approval will be discussed with the applicant and agreed to prior to the issuance of a building permit.

17.57.050 Area Determination—Planning factors.

- 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.)

Finding: The landscape plan as proposed shows 16 percent of the portion of the subject site being developed to be landscaped, which exceeds the minimum requirement.

- 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:
1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

Finding: The surrounding area consists primarily of other industrially and commercially zoned property along NE Lafayette Avenue. There is some residentially zoned and residentially used property to the north of the subject site, across the railroad tracks. The applicant is proposing to install landscaping primarily in the areas of the site that are adjacent to NE Lafayette Avenue and NE McDaniel Lane. There is a proposed mechanical yard along the northern portion of the site, adjacent to the railroad tracks, which will be screened from view from properties to the north by a sight-obscuring fence. The proposed landscaped areas will allow for the proposed project to be compatible with the surrounding uses and abutting properties.

The applicant is proposing to install a lawn area along the site's frontage, with the addition of trees and shrubs between the parking areas and the streets. Four (4) Chinese Pistache (*Pistacia chinensis*) are proposed to be installed along the site's frontage, with two (2) on the NE Lafayette Avenue frontage and two (2) on the McDaniel Lane frontage. These trees will grow to a mature height of 30 to 25 feet and a mature width of 25-30 feet. Based on the proposed spacing of the trees and the mature width, the trees should grow to provide a full canopy on the McDaniel Lane frontage of the site.

On the corner of the property near the intersection of NE Lafayette Avenue and NE McDaniel Lane, the applicant is proposing to install a landscaped planter area with smaller evergreen shrubs (*Leucothoe axillaris* 'Curly Red') and smaller low-growing plants for groundcover (Dwarf Periwinkle - Dwarf *Vinca minor*). Additional landscaped areas with identical plant materials will be installed on the east side of the mechanical yard, and on the west side of the parking lot around other utilities and transformers near the building. These two landscaped planter areas will provide for screening of mechanical equipment from the adjacent public right-of-way and properties.

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

Finding: The proposed use will be screened on the sides most visible from the public right-of-way by a combination of trees and landscaped planter areas in more strategic locations that allow for screening of mechanical equipment and utilities. However, there is additional screening that could be achieved on the site.

In addition, the applicant is proposing a large gravel mechanical yard on the northern portion of the site adjacent to the railroad tracks. The applicant has shown that a six (6) foot chain link fence will be installed around the mechanical area, and also all along the property's frontage adjacent to the railroad tracks. The applicant is also proposing to install slats to make the fence sight-obscuring only along the property's frontage adjacent to the railroad tracks. A condition of approval has been included to require that the chain link fence with slats be continued around the entire perimeter of the proposed gravel mechanical yard to ensure that this area is also screened from the public right-of-way and adjacent properties.

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.

Finding: The existing site is currently fully developed, and there is no existing vegetation to preserve.

4. The development and use of islands and plantings therein to break up parking areas.

Finding: The applicant is proposing to create a parking lot with 9 spaces. There is no proposed planting islands in the proposed landscape plan. However, there is screening around the parking areas, and because the size of the parking lot is not very large, parking islands may not be necessary in this development.

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.

Finding: The landscape plan does not include the installation of street trees, as the areas shown to be planted are all within the subject site and are not within the public right-of-way.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas;

Finding: The applicant has included a note on the landscape plan that all areas will be irrigated with an automatic, underground irrigation system to meet this requirement.

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

Finding: 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.

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

- G. M-1 (Light Industrial zone).

Finding: The subject site is zoned M-1 (Light Industrial), and landscaping is being provided as required.

CD:sjs



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

www.mcminnvilleoregon.gov

EXHIBIT 2 - STAFF REPORT

DATE: July 19, 2017
TO: Landscape Review Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4B: L 22-17

Report in Brief:

An application for a landscape plan for the expansion of an existing industrial site and facility (L 22-17) to be reviewed by the Landscape Review Committee.

Background:

The applicant, Dean Klaus, submitted a landscape plan review application to install landscaping on the site of expanded mini-storage facility located at 1615 NE Riverside Drive. The subject property is more specifically described as Tax Lot 2405, Section 15, T. 4 S., R. 4 W., W.M.

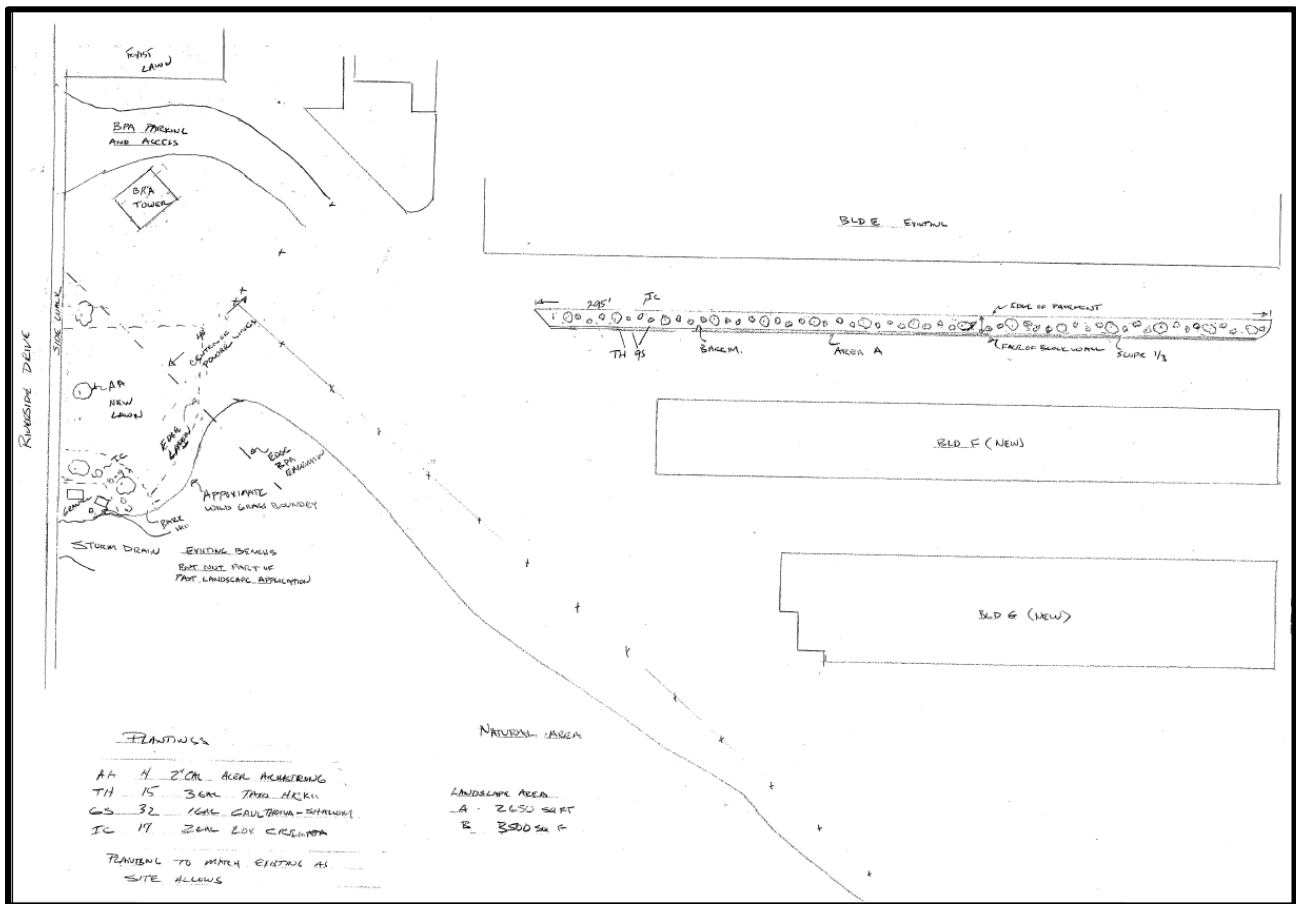
Discussion:

The subject property is zoned M-2 (General Industrial). The site is currently developed with mini-storage facilities, and the applicant is proposing to expand the site and add additional mini-storage buildings. Landscape plans have been reviewed and approved for each previous expansion of this facility. The subject site can be seen below as a red outlined area:



The Landscaping chapter of the McMinnville Zoning Ordinance requires that at least seven (7) percent of the gross area of a site being developed be landscaped (Section 17.57.050(A) (Area Determination – Planning Factors)). The landscape plan as proposed exceeds those requirements, as about 8.8 percent of the area of the site being redeveloped is proposed to be landscaped.

The landscaping being proposed on the eastern portion of the site can be seen below:



In reviewing a landscape plan, Section 17.57.050(B) (Area Determination – Planning Factors) of the McMinnville Zoning Ordinance requires the Landscape Review Committee to also consider the following factors:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

The surrounding area consists primarily of other industrially and commercially zoned property along NE Lafayette Avenue and NE Riverside Drive. There is some residentially zoned and residentially used property to the south of the subject site, across Riverside Drive. The applicant is proposing to install landscaping within the site between the existing mini-storage buildings and the two new mini-storage buildings. The proposed planter area is a linear strip extending along the entire length of the proposed new buildings. This treatment is consistent with the landscaping that has been approved and provided throughout the remainder of the overall mini-storage site. The proposed landscaped areas will allow for the proposed project to be compatible with the surrounding uses and abutting properties.

In addition, the applicant is proposing to install a lawn and landscaped area along the site's frontage on Riverside Drive. This will provide for compatibility with the public right-of-way and with the residential area to the south. Four (4) Armstrong Red Maple (*Acer rubrum* 'Armstrong') trees are proposed to be installed along the site's frontage. These trees can grow to 45-60 feet in height, and the canopy of these trees can reach 15 feet in width. Hicks Hybrid Yew (*Taxus x media* 'Hicksii'), gravel walkways, and benches will also be included in this area, which will provide for a small landscaped plaza area along the sidewalk adjacent to Riverside Drive.

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

The proposed use will be screened on the sides most visible from the public right-of-way by a combination of trees and landscaped planter areas along Riverside Drive. The actual area being developed is setback quite far from both the right-of-way and from adjacent properties. The BPA power lines run along the eastern edge of the property, and this area is being avoided as structures and tall landscaping are not allowed in this area. The area beneath the power lines acts as an open natural area with grasses and some shrubs, which provides for space and buffering between the subject site and adjacent uses.

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.

The existing site is currently vacant, and there is no existing vegetation to preserve.

4. The development and use of islands and plantings therein to break up parking areas.

The applicant is proposing to use the drive aisles within the mini-storage area as parking spaces, which is allowed in the City of McMinnville to best utilize space within mini-storage areas and prevent unnecessary impervious surface. Therefore, plantings are not feasible within the drive aisles. The long linear planting strip will be located between two drive aisles, which provides buffering between buildings and also breaks up what would be a larger expansive paved area.

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.

The landscape plan does not include the installation of street trees, as the areas shown to be planted are all within the subject site and are not within the public right-of-way.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

No irrigation facilities are proposed on the landscape plan submitted. Staff is suggesting a condition of approval to require that irrigation or suitable watering facilities be included in the proposed planter areas.

Fiscal Impact:

None.

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.

Recommendation/Suggested Motion:

Based on the findings described in the staff report and decision document, staff is recommending that the landscape plan be approved with the following conditions:

1. That the applicant shall install landscaping as shown on the submitted landscape plan received on June 7, 2017.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during this process.
3. That irrigation or suitable watering facilities be provided for the proposed landscaped areas.
4. 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.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE LANDSCAPE REVIEW COMMITTEE APPROVE L 22-17 WITH THE CONDITIONS OF APPROVAL AS RECOMMENDED BY STAFF.

CD:sjs



Planning Department
 231 NE Fifth Street ◦ McMinnville, OR 97128
 (503) 434-7311 Office ◦ (503) 474-4955 Fax
www.ci.mcminnville.or.us

Office Use Only:	
File No.	22-17
Date Received	6/7/17
Fee	140 ⁰⁰
Receipt No.	178034
Received by	[Signature]

Landscape Plan Review Application

Applicant Information

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

Applicant Name DEAN KLAUS Phone 503 435 9261

Contact Name - Phone _____
(If different than above)

Address 450 NW 7th ST

City, State, Zip McMINNVILLE OR

Contact Email dklaus7@msn.com

Property Owner Information

Property Owner Name Same 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 1615 RIVERSIDE DRIVE NR

Assessor Map No. R4466 - - 1600 Total Site Area 70,000 SQ FT

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation Ind Zoning Designation M-2

Landscaping Information

- 1. Total Landscaped Area: 6000 SQ FT
- 2. Percent Landscaped: 8 1/2 %
- 3. Building Floor Area:
New Structure: 16,250 SQ FT Existing Structure: - Addition: -
- 4. Architect Name Stuart Guinness Phone 503 434 0743
(Landscape Architect, Engineer, or Other Designer)
Contact Name _____ Phone _____
Address 18831 SW Grauer Rd
City, State, Zip Shedden OR
Contact Email _____

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

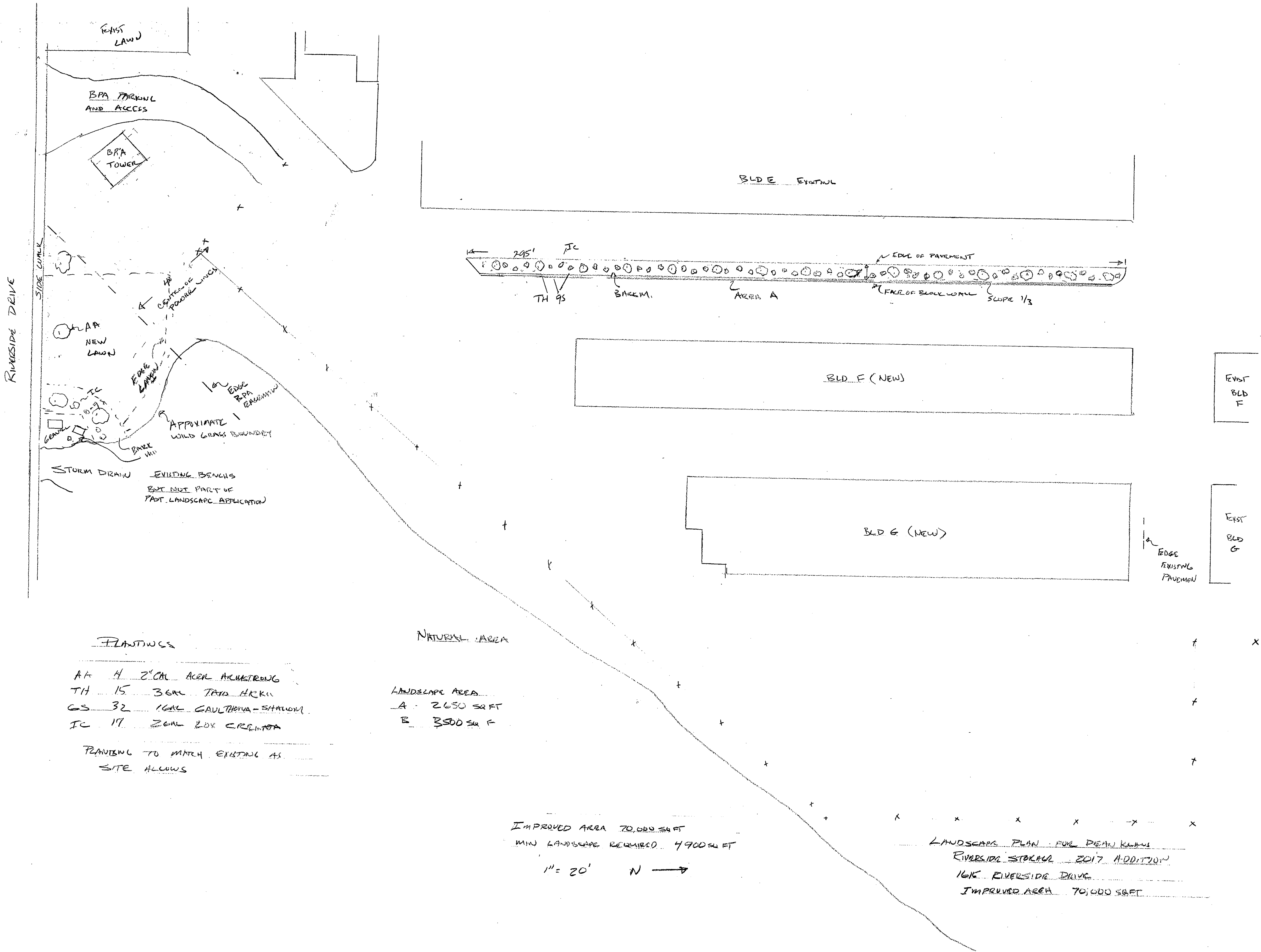
I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.

Dean C. Klaus
Applicant's Signature

May 11 - 2017
Date

Dean C. Klaus
Property Owner's Signature

May 11 - 2017
Date



RECEIVED
 JUN 07 2017
 COMMUNITY DEVELOPMENT
 CENTER



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

503-434-7311
www.mcminnvilleoregon.gov

DECISION DOCUMENT – 1615 NE RIVERSIDE DRIVE

DECISION, CONDITIONS OF APPROVAL, AND FINDINGS OF FACT OF THE MCMINNVILLE LANDSCAPE REVIEW COMMITTEE FOR APPROVAL OF LANDSCAPE PLAN FOR AN EXPANSION OF AN EXISTING INDUSTRIAL SITE AT 1615 NE RIVERSIDE DRIVE

- DOCKET:** L 22-17 (Landscape Plan)
- REQUEST:** The applicant, Dean Klaus, submitted a landscape plan review application to install landscaping on the site of expanded mini-storage facility. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.030 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.
- LOCATION:** The property in question is located at 1615 NE Riverside Drive. The subject property is more specifically described as Tax Lot 2405, Section 15, T. 4 S., R. 4 W., W.M.
- ZONING:** The subject site is designated as Industrial on the McMinnville Comprehensive Plan Map, and is zoned M-2 (General Industrial).
- APPLICANT:** Dean Klaus
- STAFF:** Chuck Darnell, Associate Planner
- DECISION-MAKING BODY:** McMinnville Landscape Review Committee
- DATE & TIME:** July 19, 2017. Meetings was held at the Community Development Center, 231 NE 5th Street, McMinnville, OR 97128
- COMMENTS:** No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

ATTACHMENTS:

1. Application for Landscape Plan Review

DECISION

Based on the findings and conclusions, the Landscape Review Committee recommends **APPROVAL WITH CONDITIONS** of the landscape plan (L 22-17).

Application Summary:

The applicant, Dean Klaus, submitted a landscape plan review application to install landscaping on the site of expanded mini-storage facility. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.030 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.

CONDITIONS OF APPROVAL

1. That the applicant shall install landscaping as shown on the submitted landscape plan received on June 7, 2017.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during this process.
3. That irrigation or suitable watering facilities be provided for the proposed landscaped areas.
4. 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

1. Application for Landscape Plan Review

COMMENTS

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval.

FINDINGS OF FACT

1. Dean Klaus submitted a landscape plan review application to install landscaping on the site of an expanded mini-storage facility located at 1615 NE Riverside Drive. The subject property is more specifically described as Tax Lot 2405, Section 15, T. 4 S., R. 4 W., W.M.
2. The site is currently zoned M-2 (General Industrial), and is designated as Industrial on the McMinnville Comprehensive Plan Map, 1980.
3. This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. No comments in opposition have been provided. Comments and suggested conditions of approval were provided, and have been incorporated into the conditions of approval in this document.
4. A public meeting was held by the Landscape Review Committee on July 19, 2017 to review the application and proposed landscape plan. No comments in opposition were provided by the public prior to the public meeting.

CONCLUSIONARY FINDINGS

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

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.
3. Local Streets
–Landscaping should be encouraged along public rights-of-way.

Finding: Goal VI 1 and Policy 122.00 are satisfied in that trees will be installed along the public right-of-way along NE Riverside Drive. The trees are not located in the public right-of-way, but are being placed along the property lines so that they are visible from the public right-of-way and provide screening of the use from the public right-of-way.

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.

Finding: Goal X 1 and Policy 188.00 are satisfied in that 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 Planning Commission and/or McMinnville City Council review of the request and recommendation at an advertised public hearing. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

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

17.57.010 Purpose and intent. The purpose and intent of this chapter is to enhance the appearance of the city by encouraging quality landscaping which will benefit and protect the health, safety, and welfare of the general public. By relating all the requirements of the zoning ordinance to the project in one review procedure, the review will assist the developer in integrating the uses of the property with the landscaping, will relate the project to surrounding property uses in existence or projected, and will attempt to minimize project costs. The landscaping provisions in Section 17.57.050 are in addition to all other provisions of the zoning ordinance which relate to property boundaries, dimensions, setback, vehicle access points, parking provisions and traffic patterns. The landscaping objectives shall also seek to accomplish the purposes set forth in Section 17.03.020.

Finding: The landscape plan as proposed would enhance the appearance of the city and will benefit the health, safety, and welfare of the general public. The landscape plan as proposed 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 Plans—Submittal and review—Approval—Time limit for completion.

- C. The landscaping plan shall be approved if it is found to be compatible with the purpose, intent, and requirements of this chapter. Approval of the landscaping plan shall be indicated upon the plot plans. Any modifications shall be specified on the plans and agreed to in writing by the applicant prior to the issuance of a building permit. One copy of said approved plan shall be retained by the Planning Department and included within the permanent file;

Finding: The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below. Modifications as required by the conditions of approval will be discussed with the applicant and agreed to prior to the issuance of a building permit.

17.57.050 Area Determination—Planning factors.

- 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.)

Finding: The landscape plan as proposed shows 8.8 percent of the portion of the subject site being developed to be landscaped, which exceeds the minimum requirement.

- 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:
1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

Finding: The surrounding area consists primarily of other industrially and commercially zoned property along NE Lafayette Avenue and NE Riverside Drive. There is some residentially zoned and residentially used property to the south of the subject site, across Riverside Drive. The applicant is proposing to install landscaping within the site between the existing mini-storage buildings and the two new mini-storage buildings. The proposed planter area is a linear strip extending along the entire length of the proposed new buildings. This treatment is consistent with the landscaping that has been approved and provided throughout the remainder of the overall mini-storage site. The proposed landscaped areas will allow for the proposed project to be compatible with the surrounding uses and abutting properties.

In addition, the applicant is proposing to install a lawn and landscaped area along the site's frontage on Riverside Drive. This will provide for compatibility with the public right-of-way and with the residential area to the south. Four (4) Armstrong Red Maple (*Acer rubrum* 'Armstrong') trees are proposed to be installed along the site's frontage. These trees can grow to 45-60 feet in height, and the canopy of these trees can reach 15 feet in width. Hicks Hybrid Yew (*Taxus x media* 'Hicksii'), gravel walkways, and benches will also be included in this area, which will provide for a small landscaped plaza area along the sidewalk adjacent to Riverside Drive.

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

Finding: The proposed use will be screened on the sides most visible from the public right-of-way by a combination of trees and landscaped planter areas along Riverside Drive. The actual area being

developed is setback quite far from both the right-of-way and from adjacent properties. The BPA power lines run along the eastern edge of the property, and this area is being avoided as structures and tall landscaping are not allowed in this area. The area beneath the power lines acts as an open natural area with grasses and some shrubs, which provides for space and buffering between the subject site and adjacent uses.

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.

Finding: The existing site is currently vacant, and there is no existing vegetation to preserve.

4. The development and use of islands and plantings therein to break up parking areas.

Finding: The applicant is proposing to use the drive aisles within the mini-storage area as parking spaces, which is allowed in the City of McMinnville to best utilize space within mini-storage areas and prevent unnecessary impervious surface. Therefore, plantings are not feasible within the drive aisles. The long linear planting strip will be located between two drive aisles, which provides buffering between buildings and also breaks up what would be a larger expansive paved area.

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.

Finding: The landscape plan does not include the installation of street trees, as the areas shown to be planted are all within the subject site and are not within the public right-of-way.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas;

Finding: No irrigation facilities are proposed on the landscape plan submitted. Staff is suggesting a condition of approval to require that irrigation or suitable watering facilities be included in the proposed planter areas.

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

Finding: 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.

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

- H. M-2 (General Industrial zone).

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

CD:sjs



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

www.mcminnvilleoregon.gov

EXHIBIT 3 - STAFF REPORT

DATE: July 19, 2017
TO: Landscape Review Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4C: L 23-17

Report in Brief:

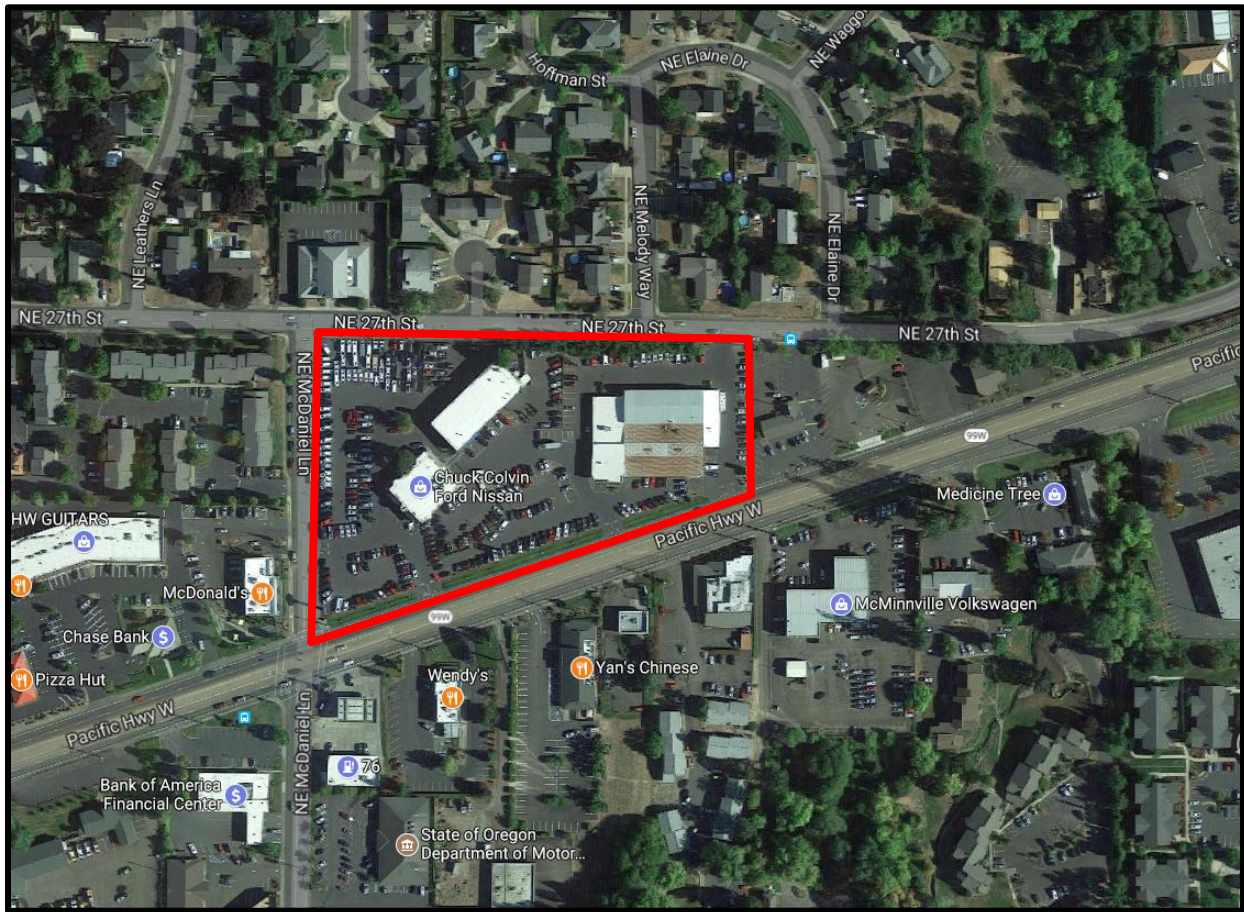
An application for a landscape plan for the replacement of landscaping material in a planter area on the north side of an auto dealership facility (L 23-17) to be reviewed by the Landscape Review Committee.

Background:

The applicant, Gary Edwards with Chuck Colvin Auto Center, submitted a landscape plan review application to replace landscaping on the north side of the existing auto dealership at 1701 NE Highway 99W. The subject property is more specifically described as Tax Lot 1900, Section 16AA, T. 4 S., R. 4 W., W.M.

Discussion:

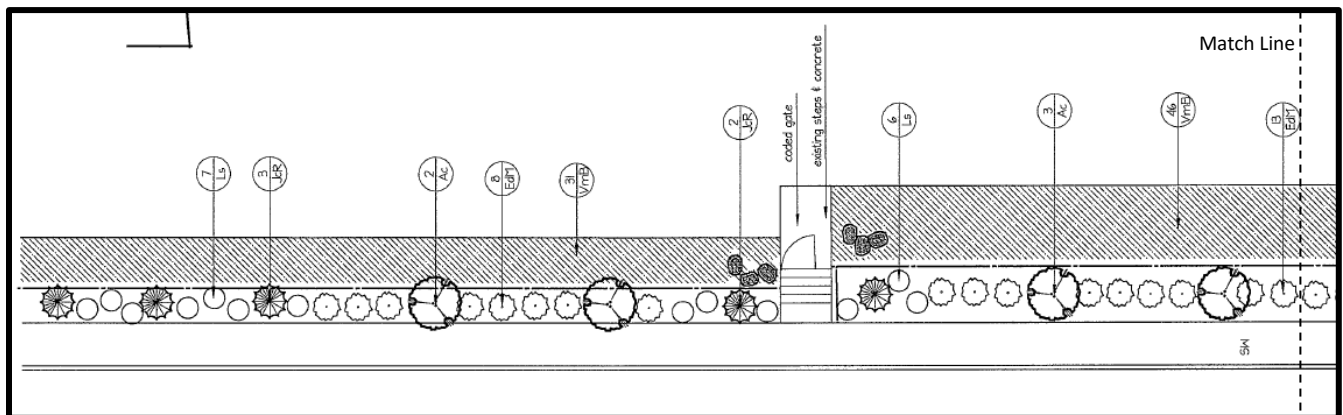
The subject property is zoned C-3 (General Commercial). The site is currently fully developed, and the applicant is proposing to replace landscaping on the north side of the site. Specifically, the area to be updated is the planting strip located between the employee parking lot and NE 27th Street. This landscaped area is located within the public right-of-way adjacent to the subject site. The subject site can be seen below as a red outlined area:

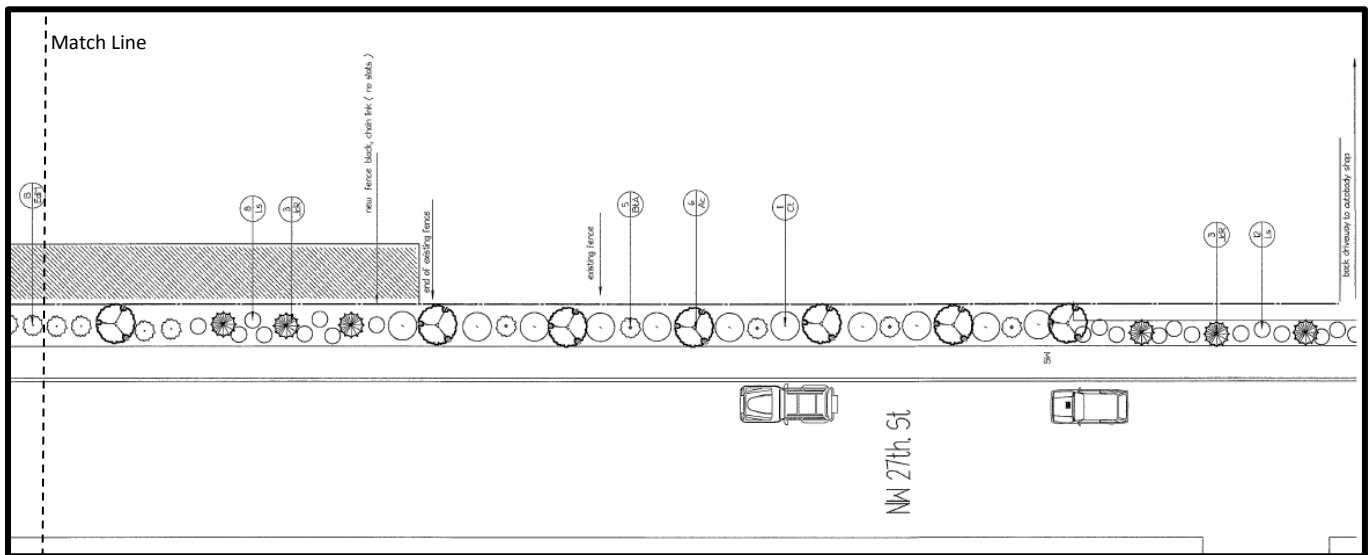


Landscaping Review:

The Landscaping chapter of the McMinnville Zoning Ordinance requires that at least seven (7) percent of the gross area of a site being developed be landscaped (Section 17.57.050(A) (Area Determination – Planning Factors)). The applicant is not proposing to update landscaping on the overall site at this time. Since they are only proposing to update one particular landscaped area on the site, the seven (7) percent of the overall gross area of the site will not be calculated for this landscape plan.

The landscaping being proposed on the eastern portion of the site can be seen below:





In reviewing a landscape plan, Section 17.57.050(B) (Area Determination – Planning Factors) of the McMinnville Zoning Ordinance requires the Landscape Review Committee to also consider the following factors:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

The surrounding area consists mainly of other commercial development, particularly on adjacent properties along Highway 99W. However, on the north side of the subject site and across NE 27th Street, there is residentially zoned land and existing residential uses. The landscape area proposed to be updated is located directly across from this residential area to the north, so landscaping is important to provide buffering between the vehicular traffic on the commercial development and the residential uses.

Currently, the landscaped area proposed to be updated includes approximately 27 mature fir trees that are planted in a somewhat overcrowded condition. These trees are mature, and being fully grown they do provide for a visual screen from the adjacent properties to the north. However, fir trees are not typically a species of tree that would be planted in the public right-of-way, and that species is not included on the McMinnville Street Tree List. No record could be obtained as to whether these trees were part of a previously approved landscape plan. In addition, there is overhead power and communication facilities in the public right-of-way above the landscape area in question. The existing fir trees have been significantly topped over the years to accommodate these overhead utilities.

The applicant has concerns with the overall condition of the trees, based on the significant topping, and also with compatibility with their use. The landscaped area is located adjacent to the parking lot behind the building where vehicles being serviced are stored, and the existing trees block views into the parking lot. This has led to a high amount of vandalism, with cars being broken into and burglarized. The applicant is proposing to remove the trees to increase visibility, but also understands the need for landscaping to provide some buffering between the commercial use and the residential use to the north. Given both the structural issues (significant topping and overcrowding), the presence of overhead utilities, and the issues with the vandalism, staff is supportive of an update to this landscaped area as long as the new plant material provides for some buffering and screening of the subject site.

The landscaped area runs from the vehicle entrance off of 27th Street on the northeast corner of the site west to the other vehicle entrance off of 27th Street near the back of the auto body repair shop on the

site. The proposed landscaping will actually extend slightly farther than the existing landscaped area, providing for additional screening along this full length of the site.

The proposed landscape plan includes the installation of trees, shrubs, and perennials throughout the landscape area in place of the fir trees that would be removed. The landscaped area will include Vine Maple (*Acer circinatum*) trees and Robusta Green Juniper (*Juniperus chinensis* 'Robusta Green') shrubs distributed evenly throughout the landscaped area. Other smaller shrubs, including Mexican Orange (*Choisya ternata*), Mediterranean Pink Heath (*Erica x darleyensis* 'Mediterranean Pink'), Japanese Barberry (*Berberis thunbergii* 'Atrapurplea Nana'), and French Lavender (*Lavandula stoechas*). The landscaped area is separated from the parking lot by a slight slope, and the landscape plan include Bowles Variety Periwinkle (*Vinca minor* 'Bowles Variety') to cover this area as a groundcover. Overall, the planting plan creates a full and cohesive landscaped area that is compatible both with the subject site and the surrounding uses.

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

Distributed evenly through the landscaped area are Vine Maple (*Acer circinatum*) trees and Robusta Green Juniper (*Juniperus chinensis* 'Robusta Green') shrubs. The Robusta Green Juniper shrubs are not a tree, but will grow to be 10-15 feet in height, with a width of 5-7'. The Vine Maple trees can grow to a height of 20 feet, with a canopy width of about 10 feet. Where the Vine Maple trees are continuous, they are spaced at about 20 feet, and based on the canopy width of that species, the proposed spacing will provide for a full canopy through the landscaped area at maturity. Where the Robusta Green Juniper shrubs are continuous, the spacing is 10-12 feet. This more condensed spacing will ensure a full screening effect at plant maturity.

The remaining shrubs that will be installed between the trees and taller shrubs are generally lower growing shrubs, reaching heights of 2-5 feet. However, the parking area adjacent to the landscaped area is actually lower in grade than the street level and the adjacent uses across 27th Street. This change in grade, along with the shrubs growing to 2-5 feet in height will still provide for screening of vehicular movement in the parking lot.

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.

The existing landscaped area does include trees, which are proposed to be removed for reasons described in more detail above. The existing grade will be preserved.

4. The development and use of islands and plantings therein to break up parking areas.

The applicant is not proposing to alter the existing parking area. The landscaped area is located immediately adjacent to the parking area, and will provide for buffering between the adjacent public right-of-way and sidewalk.

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.

The landscape plan does include the installation of street trees, as the landscaped area is located in the public right-of-way. Vine Maple trees are not a tree that permitted outright on the McMinville

Street Tree List. However, the Landscape Review Committee can approve a species that is not on the McMinnville Street Tree List, which will be discussed in the Street Tree review criteria below.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

The landscape plan indicates that an irrigation system will be installed throughout the entire landscaped area.

Street Tree Review:

In reviewing the street tree portion of the landscape plan, Section 17.58.090 of the McMinnville Zoning Ordinance requires the Landscape Review Committee to consider the following standards:

- A. The species of the street trees to be planted shall be chosen from the approved street tree list unless approval of another species is given by the McMinnville Landscape Review Committee.

The applicant is proposing to install Vine Maple (*Acer circinatum*) trees and Robusta Green Juniper (*Juniperus chinensis* 'Robusta Green') shrubs distributed evenly throughout the landscaped area. Vine Maple trees are not included as a permitted species on the McMinnville Street Tree List. However, Section 17.58.090 (A) allows for the Landscape Review Committee to approve another species. Staff is supportive of the use of this species of tree in this location, given the constraints to tree size because of the overhead utilities.

- 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.

The applicant is proposing to install 6-8 foot Vine Maple trees and 4-5 foot Robusta Green Juniper shrubs. A condition of approval is recommended to require that all trees be healthy grown nursery stock with a well developed leader with tops and roots characteristic of the species cultivar or variety.

- 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.

The street tree plan shows an evenly spaced planting pattern. The Vine Maple (*Acer circinatum*) trees proposed would be considered a small sized tree based on their mature height of 20 feet and their mature canopy width of 10 feet. Therefore, the trees should be spaced no greater than 20 feet apart. The street tree plan shows a standard spacing of about 20 feet on center between trees, which meets the minimum spacing requirement.

- 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.

The landscaped area is adjacent to a minor collector street in NE 27th Street. The existing landscaped area is existing and is not proposed to be changed as part of the updates. However, it does appear that the landscaped area is at least 5-6 feet in width throughout.

- 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.

Utilities were not identified on the street tree plan, but a condition of approval will be included to ensure that the street trees will meet the required setbacks from each type of utility, as well as alleys and driveways.

Fiscal Impact:

None.

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.

Recommendation/Suggested Motion:

Based on the findings described in the staff report and decision document, staff is recommending that the landscape plan be approved with the following conditions:

1. That the applicant shall install landscaping as shown on the submitted landscape plan dated on June 16, 2017.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during this process.
3. That the trees' stumps and remaining surface roots shall be removed at least six (6) inches below grade.
4. That the planter areas shall be restored to original grade immediately following the planting of the replacement trees and landscaping.
5. That all costs and liability associated with the trees' removal shall be borne by the applicant.
6. All trees shall be healthy grown nursery stock with well-developed leaders 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.

7. Street lights are located on the two power poles that are near the west and east end of the landscaped area. Street trees may not be planted within twenty (20) feet of those street lights. The west end of the landscaped area meets this requirement, as the nearest Vine Maple tree is located about forty (40) feet from the street light. The applicant shall ensure that the Vine Maple trees west of the existing stairs are not planted within twenty (20) feet of the street light located west of the existing stairs. Minor rearrangement of Vine Maple trees and Robusta Green Juniper shrubs is allowed to meet this requirement.
8. The applicant shall ensure that the new fence does not interfere with the opening of the fire line vault that is located in the landscaped area approximately 62 feet east of the end of the existing fence.
9. 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.
10. 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.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE LANDSCAPE REVIEW COMMITTEE APPROVE L 23-17 WITH THE CONDITIONS OF APPROVAL AS RECOMMENDED BY STAFF.

CD:sjs



Planning Department
 231 NE Fifth Street ◦ McMinnville, OR 97128
 (503) 434-7311 Office ◦ (503) 474-4955 Fax
www.ci.mcminnville.or.us

Office Use Only:	
File No.	<u>L23-17</u>
Date Received	<u>6-20-17</u>
Fee	<u>140.⁰⁰</u>
Receipt No.	<u>17m0118</u>
Received by	<u>CA</u>

Landscape Plan Review Application

Applicant Information

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

Applicant Name Chuck Colvin Auto Center Phone 503-472-6124

Contact Name Gary Edwards Phone _____
(If different than above)

Address 1925 N. Hwy 99W

City, State, Zip McMinnville, OR 97128

Contact Email garye@colvinauto.com

Property Owner Information

Property Owner Name Same 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 Area on N.W. 27th St.

Assessor Map No. R4 416-AA-1900 Total Site Area _____

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation Com Zoning Designation C3

Landscaping Information

1. Total Landscaped Area: 2,856 sq

2. Percent Landscaped: 100% of this area

3. Building Floor Area:
New Structure: _____ Existing Structure: _____ Addition: _____

4. Architect Name Rob Stephenson Phone _____
(Landscape Architect, Engineer, or Other Designer)

Contact Name Rob Stephenson Phone 503-434-0114

Address 105 NE Third St

City, State, Zip Medford, OR

Contact Email robstephenson@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.

Rob Stephenson
Applicant's Signature

6/16/17
Date

[Signature]
Property Owner's Signature

6/20/17
Date

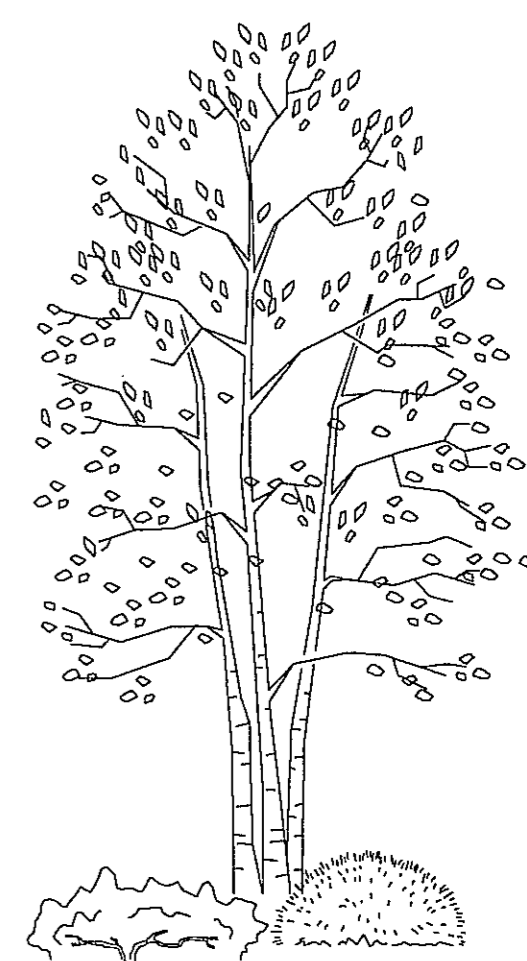
LANDSCAPE PLAN

Plant List

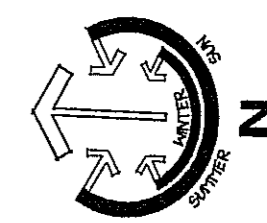
Key	Qty	Botanical Name	Common Name	Remarks
Trees				
Ac	1	<i>Acer circinatum</i>	VINE MAPLE	6-8' multi-stem
Shrubs				
BtA	5	<i>Berberis thunbergii</i> 'Atropurpurea Nana'	ATROPURPUREA NANA JAPANESE BARBERRY	2-3 Gal
Ct	1	<i>Choisya ternata</i>	MEXICAN ORANGE	2-3 Gal
Ed1	21	<i>Erica x darleyensis</i> 'Mediterranean Pink'	MEDITERRANEAN PINK CAPE HEATH	1 Gal
Jr	1	<i>Juniperus chinensis</i> 'Robusta Green'	ROBUSTA GREEN JUNIPER	4-5'
Ls	33	<i>Lavandula stoechas</i>	FRENCH LAVENDER	1 Gal
Perennials and Annuals				
VmB	77	<i>Viola minor</i> 'Boules Variety'	BOULES VARIETY PERIWINKLE	1 Gal

NOTES: LOW POWER LINES!

- 1) Remove and grind stumps of all existing Fir trees
- 2) add fencing as indicated
- 3) install irrigation system
- 4) prepare soil by adding 3" mushroom compost rototilled into beds
- 5) plant as indicated
- 6) mulch all beds



No.	Date	Description



CHUCK COLVIN AUTO CENTER

Colvin Ford Store

1925 N Hwy. 99W

McMinnville, Or. 97128

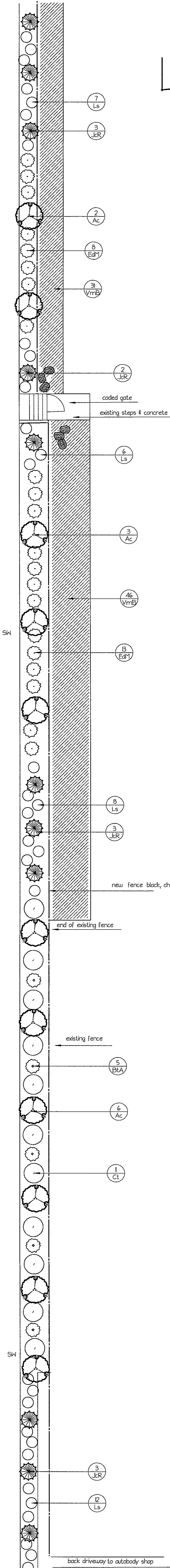
SCALE	1/4" = 1'
DRAWN BY	Rob Stephenson
CHECKED BY	RHS
DATE	June, 2017
DATE OF PRINT	6-16-17

PROJECT NO.	238-17
SHEET NO.	1

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NW 27th St

NW 27 CL





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

503-434-7311
www.mcminnvilleoregon.gov

DECISION DOCUMENT – 1701 NE HIGHWAY 99W

DECISION, CONDITIONS OF APPROVAL, AND FINDINGS OF FACT OF THE MCMINNVILLE LANDSCAPE REVIEW COMMITTEE FOR APPROVAL OF LANDSCAPE PLAN FOR THE REPLACEMENT OF A PLANTER AREA ON AN EXISTING COMMERCIAL SITE AT 1701 NE HIGHWAY 99W

- DOCKET:** L 23-17 (Landscape Plan)
- REQUEST:** The applicant, Gary Edwards with Chuck Colvin Auto Center, submitted a landscape plan review application to replace landscaping on the north side of an existing auto dealership. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.030 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.
- LOCATION:** The property in question is located at 1701 NE Highway 99W. The subject property is more specifically described as Tax Lot 1900, Section 16AA, T. 4 S., R. 4 W., W.M.
- ZONING:** The subject site is designated as Commercial on the McMinnville Comprehensive Plan Map, and is zoned C-3 (General Commercial).
- APPLICANT:** Gary Edwards
- STAFF:** Chuck Darnell, Associate Planner
- DECISION-
MAKING BODY:** McMinnville Landscape Review Committee
- DATE & TIME:** July 19, 2017. Meetings was held at the Community Development Center, 231 NE 5th Street, McMinnville, OR 97128
- COMMENTS:** No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

ATTACHMENTS:

1. Application for Landscape Plan Review

DECISION

Based on the findings and conclusions, the Landscape Review Committee recommends **APPROVAL WITH CONDITIONS** of the landscape plan (L 23-17).

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

Planning Staff: _____
Chuck Darnell, Associate Planner

Date: _____

Planning Department: _____
Heather Richards, Planning Director

Date: _____

Application Summary:

The applicant, Gary Edwards with Chuck Colvin Auto Center, submitted a landscape plan review application to replace landscaping on the north side of an existing auto dealership. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.030 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.

CONDITIONS OF APPROVAL

1. That the applicant shall install landscaping as shown on the submitted landscape plan dated on June 16, 2017.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during this process.
3. That the trees' stumps and remaining surface roots shall be removed at least six (6) inches below grade.
4. That the planter areas shall be restored to original grade immediately following the planting of the replacement trees and landscaping.
5. That all costs and liability associated with the trees' removal shall be borne by the applicant.
6. All trees shall be healthy grown nursery stock with well-developed leaders 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.
7. Street lights are located on the two power poles that are near the west and east end of the landscaped area. Street trees may not be planted within twenty (20) feet of those street lights. The west end of the landscaped area meets this requirement, as the nearest Vine Maple tree is located about forty (40) feet from the street light. The applicant shall ensure that the Vine Maple trees west of the existing stairs are not planted within twenty (20) feet of the street light located west of the existing stairs. Minor rearrangement of Vine Maple trees and Robusta Green Juniper shrubs is allowed to meet this requirement.
8. The applicant shall ensure that the new fence does not interfere with the opening of the fire line vault that is located in the landscaped area approximately 62 feet east of the end of the existing fence.
9. 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.
10. 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

1. Application for Landscape Plan Review

COMMENTS

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval.

FINDINGS OF FACT

1. The applicant, Gary Edwards with Chuck Colvin Auto Center, submitted a landscape plan review application to replace landscaping on the north side of an existing auto dealership located at 1701 NE Highway 99W. The subject property is more specifically described as Tax Lot 1900, Section 16AA, T. 4 S., R. 4 W., W.M.
2. The site is currently zoned C-3 (General Commercial), and is designated as Commercial on the McMinnville Comprehensive Plan Map, 1980.
3. This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. No comments in opposition have been provided. Comments and suggested conditions of approval were provided, and have been incorporated into the conditions of approval in this document.
4. A public meeting was held by the Landscape Review Committee on July 19, 2017 to review the application and proposed landscape plan. No comments in opposition were provided by the public prior to the public meeting.

CONCLUSIONARY FINDINGS

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

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.
3. *Local Streets*
–Landscaping should be encouraged along public rights-of-way.

Policy 132.24.00: The safety and convenience of all users of the transportation system including pedestrians, bicyclists, transit users, freight, and motor vehicle drivers shall be accommodated and balanced in all types of transportation and development projects and through all phases of a project so that even the most vulnerable McMinnville residents – children, elderly, and persons with disabilities – can travel safely within the public right-of-way. Examples of how the Compete Streets policy is implemented:

1. *Incorporate features that create a pedestrian friendly environment, such as: [...]*
 - g. *Street furniture, street trees, and landscaping*

Policy 132.38.00: Aesthetics and streetscaping shall be a part of the design of McMinnville's transportation system. Streetscaping, where appropriate and financially feasible, including public art, shall be included in the design of transportation facilities. Various streetscaping designs and materials shall be utilized to enhance the livability in the area of a transportation project.

Policy 132.43.05: Encourage Safety Enhancements – In conjunction with residential street improvements, the City should encourage traffic and pedestrian safety improvements that may include, but are not limited to, the following safety and livability enhancements:

- 3. Landscaping barriers between roadway and non-motorized uses;*
- 4. Landscaping that promotes a residential atmosphere;*

Finding: Goal VI 1 and Policies 122.00, 132.24.00, 132.38.00, and 132.43.05 are satisfied in that trees will be installed within the public right-of-way along NE 27th Street. The trees will be located within a curb side planting strip, and will be of a species approved by the McMinnville Landscape Review Committee. Conditions of approval have been included to ensure that the planting of the street trees meets all necessary street tree standards. The street trees will enhance the livability and pedestrian environment in the surrounding area.

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.

Finding: Goal X 1 and Policy 188.00 are satisfied in that 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 Planning Commission and/or McMinnville City Council review of the request and recommendation at an advertised public hearing. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

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

17.57.010 Purpose and intent. The purpose and intent of this chapter is to enhance the appearance of the city by encouraging quality landscaping which will benefit and protect the health, safety, and welfare of the general public. By relating all the requirements of the zoning ordinance to the project in one review procedure, the review will assist the developer in integrating the uses of the property with the landscaping, will relate the project to surrounding property uses in existence or projected, and will attempt to minimize project costs. The landscaping provisions in Section 17.57.050 are in addition to all other provisions of the zoning ordinance which relate to property boundaries, dimensions, setback, vehicle access points, parking provisions and traffic patterns. The landscaping objectives shall also seek to accomplish the purposes set forth in Section 17.03.020.

Finding: The landscape plan as proposed would enhance the appearance of the city and will benefit the health, safety, and welfare of the general public. The landscape plan as proposed 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 Plans—Submittal and review—Approval—Time limit for completion.

- C. The landscaping plan shall be approved if it is found to be compatible with the purpose, intent, and requirements of this chapter. Approval of the landscaping plan shall be indicated upon the plot plans. Any modifications shall be specified on the plans and agreed to in writing by the applicant prior to the issuance of a building permit. One copy of said approved plan shall be retained by the Planning Department and included within the permanent file;

Finding: The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below. Modifications as required by the conditions of approval will be discussed with the applicant and agreed to prior to the issuance of a building permit.

17.57.050 Area Determination—Planning factors.

- 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.)

Finding: The applicant is not proposing to update landscaping on the overall site at this time. Since the applicant is only proposing to update one particular landscaped area on the site, the seven (7) percent of the overall gross area of the site will not be calculated for this landscape plan.

- 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:
1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

Finding: The surrounding area consists mainly of other commercial development, particularly on adjacent properties along Highway 99W. However, on the north side of the subject site and across NE 27th Street, there is residentially zoned land and existing residential uses. The landscape area proposed to be updated is located directly across from this residential area to the north, so landscaping is important to provide buffering between the vehicular traffic on the commercial development and the residential uses.

Currently, the landscaped area proposed to be updated includes approximately 27 mature fir trees that are planted in a somewhat overcrowded condition. These trees are mature, and being fully grown they do provide for a visual screen from the adjacent properties to the north. However, fir trees are not typically a species of tree that would be planted in the public right-of-way, and that species is not included on the McMinnville Street Tree List. No record could be obtained as to whether these trees were part of a previously approved landscape plan. In addition, there is overhead power and communication facilities in the public right-of-way above the landscape area in question. The existing fir trees have been significantly topped over the years to accommodate these overhead utilities.

The applicant has concerns with the overall condition of the trees, based on the significant topping, and also with compatibility with their use. The landscaped area is located adjacent to the parking lot behind the building where vehicles being serviced are stored, and the existing trees block views into the parking lot. This has led to a high amount of vandalism, with cars being broken into and burglarized. The applicant is proposing to remove the trees to increase visibility, but also understands the need for landscaping to provide some buffering between the commercial use and the residential use to the north. Given both the structural issues (significant topping and overcrowding), the

presence of overhead utilities, and the issues with the vandalism, staff is supportive of an update to this landscaped area as long as the new plant material provides for some buffering and screening of the subject site.

The landscaped area runs from the vehicle entrance off of 27th Street on the northeast corner of the site west to the other vehicle entrance off of 27th Street near the back of the auto body repair shop on the site. The proposed landscaping will actually extend slightly farther than the existing landscaped area, providing for additional screening along this full length of the site.

The proposed landscape plan includes the installation of trees, shrubs, and perennials throughout the landscape area in place of the fir trees that would be removed. The landscaped area will include Vine Maple (*Acer circinatum*) trees and Robusta Green Juniper (*Juniperus chinensis* 'Robusta Green') shrubs distributed evenly throughout the landscaped area. Other smaller shrubs, including Mexican Orange (*Choisya ternata*), Mediterranean Pink Heath (*Erica x darleyensis* 'Mediterranean Pink'), Japanese Barberry (*Berberis thunbergii* 'Atrapurpurea Nana'), and French Lavender (*Lavandula stoechas*). The landscaped area is separated from the parking lot by a slight slope, and the landscape plan include Bowles Variety Periwinkle (*Vinca minor* 'Bowles Variety') to cover this area as a groundcover. Overall, the planting plan creates a full and cohesive landscaped area that is compatible both with the subject site and the surrounding uses.

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

Finding: Distributed evenly through the landscaped area are Vine Maple (*Acer circinatum*) trees and Robusta Green Juniper (*Juniperus chinensis* 'Robusta Green') shrubs. The Robusta Green Juniper shrubs are not a tree, but will grow to be 10-15 feet in height, with a width of 5-7'. The Vine Maple trees can grow to a height of 20 feet, with a canopy width of about 10 feet. Where the Vine Maple trees are continuous, they are spaced at about 20 feet, and based on the canopy width of that species, the proposed spacing will provide for a full canopy through the landscaped area at maturity. Where the Robusta Green Juniper shrubs are continuous, the spacing is 10-12 feet. This more condensed spacing will ensure a full screening effect at plant maturity.

The remaining shrubs that will be installed between the trees and taller shrubs are generally lower growing shrubs, reaching heights of 2-5 feet. However, the parking area adjacent to the landscaped area is actually lower in grade than the street level and the adjacent uses across 27th Street. This change in grade, along with the shrubs growing to 2-5 feet in height will still provide for screening of vehicular movement in the parking lot.

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.

Finding: The existing landscaped area does include trees, which are proposed to be removed for reasons described in more detail above. The existing grade will be preserved.

4. The development and use of islands and plantings therein to break up parking areas.

Finding: The applicant is not proposing to alter the existing parking area. The landscaped area is located immediately adjacent to the parking area, and will provide for buffering between the adjacent public right-of-way and sidewalk.

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.

Finding: The landscape plan does include the installation of street trees, as the landscaped area is located in the public right-of-way. Vine Maple trees are not a tree that permitted outright on the McMinnville Street Tree List. However, the Landscape Review Committee can approve a species that is not on the McMinnville Street Tree List, which will be discussed in the Street Tree review criteria below.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas;

Finding: The landscape plan indicates that an irrigation system will be installed throughout the entire landscaped area.

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

Finding: 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.

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

- D. C-3 (General Commercial zone).

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

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; 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 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.

Finding: The street tree plan will establish tree cover adjacent to the public right-of-way. The landscape plan as proposed will provide for tree-lined streets in this area and will enhance the appearance of the City. Conditions of approval have been included to ensure that the planting of the street trees meets all necessary street tree standards, which will result in the appropriate planting and maintenance of the street trees.

17.58.090 Street Tree Standards.

- A. The species of the street trees to be planted shall be chosen from the approved street tree list unless approval of another species is given by the McMinnville Landscape Review Committee.

Finding: The applicant is proposing to install Vine Maple (*Acer circinatum*) trees and Robusta Green Juniper (*Juniperus chinensis* 'Robusta Green') shrubs distributed evenly throughout the landscaped area. Vine Maple trees are not included as a permitted species on the McMinnville Street Tree List. However, Section 17.58.090 (A) allows for the Landscape Review Committee to approve another species. The Landscape Review Committee is supportive of the use of this species of tree in this location, given the constraints to tree size because of the overhead utilities.

- 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.

Finding: The applicant is proposing to install 6-8 foot Vine Maple trees and 4-5 foot Robusta Green Juniper shrubs. A condition of approval is included to require that all trees be healthy grown nursery stock with a well-developed leader with tops and roots characteristic of the species cultivar or variety.

- 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.

Finding: The street tree plan shows an evenly spaced planting pattern. The Vine Maple (*Acer circinatum*) trees proposed would be considered a small sized tree based on their mature height of 20 feet and their mature canopy width of 10 feet. Therefore, the trees should be spaced no greater than 20 feet apart. The street tree plan shows a standard spacing of about 20 feet on center between trees, which meets the minimum spacing requirement.

- 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.

Finding: The landscaped area is adjacent to a minor collector street in NE 27th Street. The existing landscaped area is existing and is not proposed to be changed as part of the updates. However, it does appear that the landscaped area is at least 5-6 feet in width throughout.

- 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.

Finding: Utilities were not identified on the street tree plan, but a condition of approval will be included to ensure that the street trees will meet the required setbacks from each type of utility, as well as alleys and driveways.

17.58.120 Street Tree Maintenance. 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.

Finding: A condition of approval has been included to ensure that the applicant of future property owner will maintain the street trees as approved.

CD:sjs



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

www.mcminnvilleoregon.gov

EXHIBIT 4 - STAFF REPORT

DATE: July 19, 2017
TO: Landscape Review Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4D: L 24-17

Report in Brief:

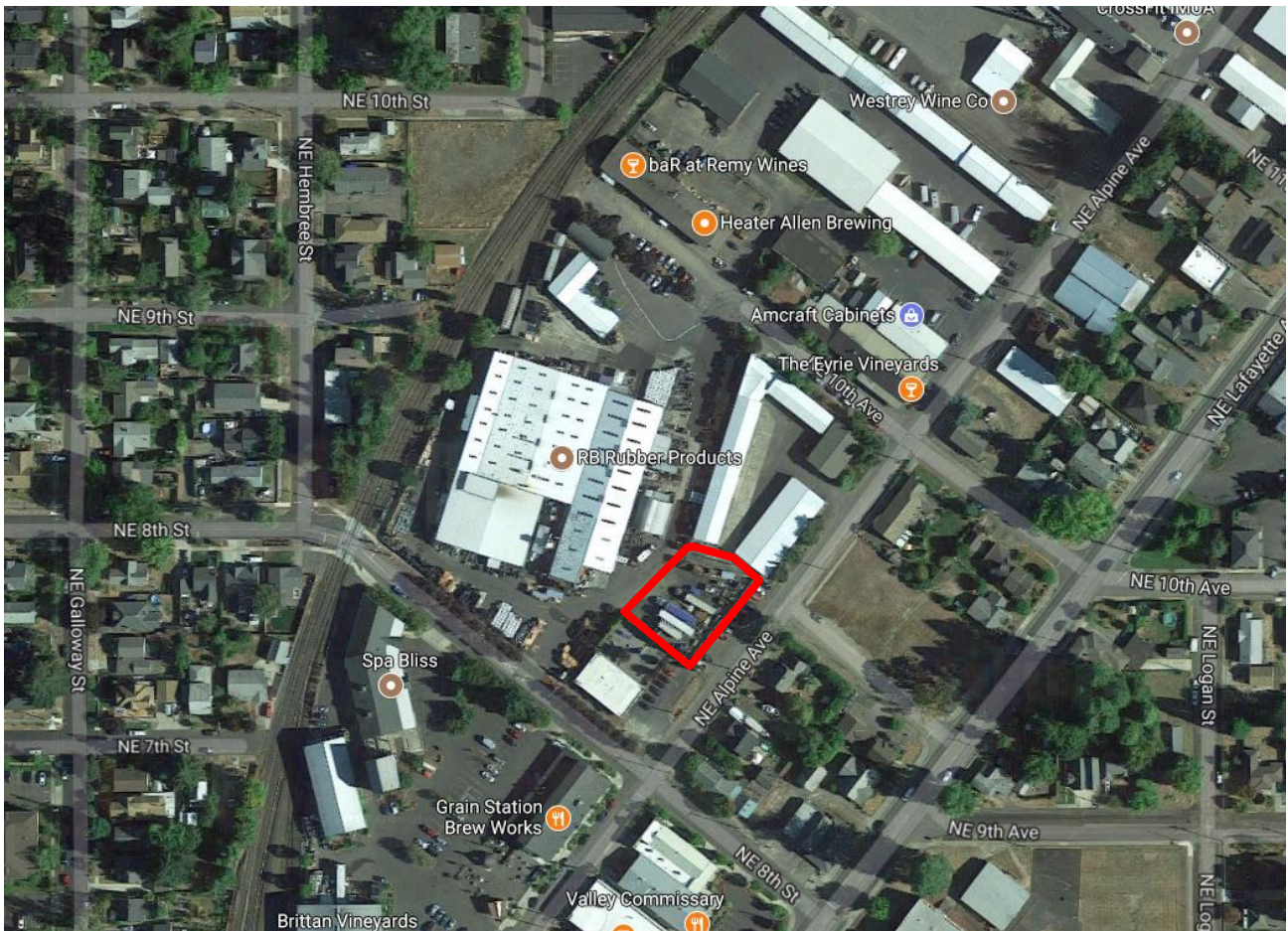
An application for a landscape plan for a portion of an existing industrial site and facility (L 24-17) to be reviewed by the Landscape Review Committee.

Background:

The applicant, Dan Dunham with Ultimate RB, submitted a landscape plan review application to install landscaping on a portion of the existing industrial site and facility located at 904 NE 10th Avenue. The subject property is more specifically described as Tax Lot 3800, Section 21BA, T. 4 S., R. 4 W., W.M.

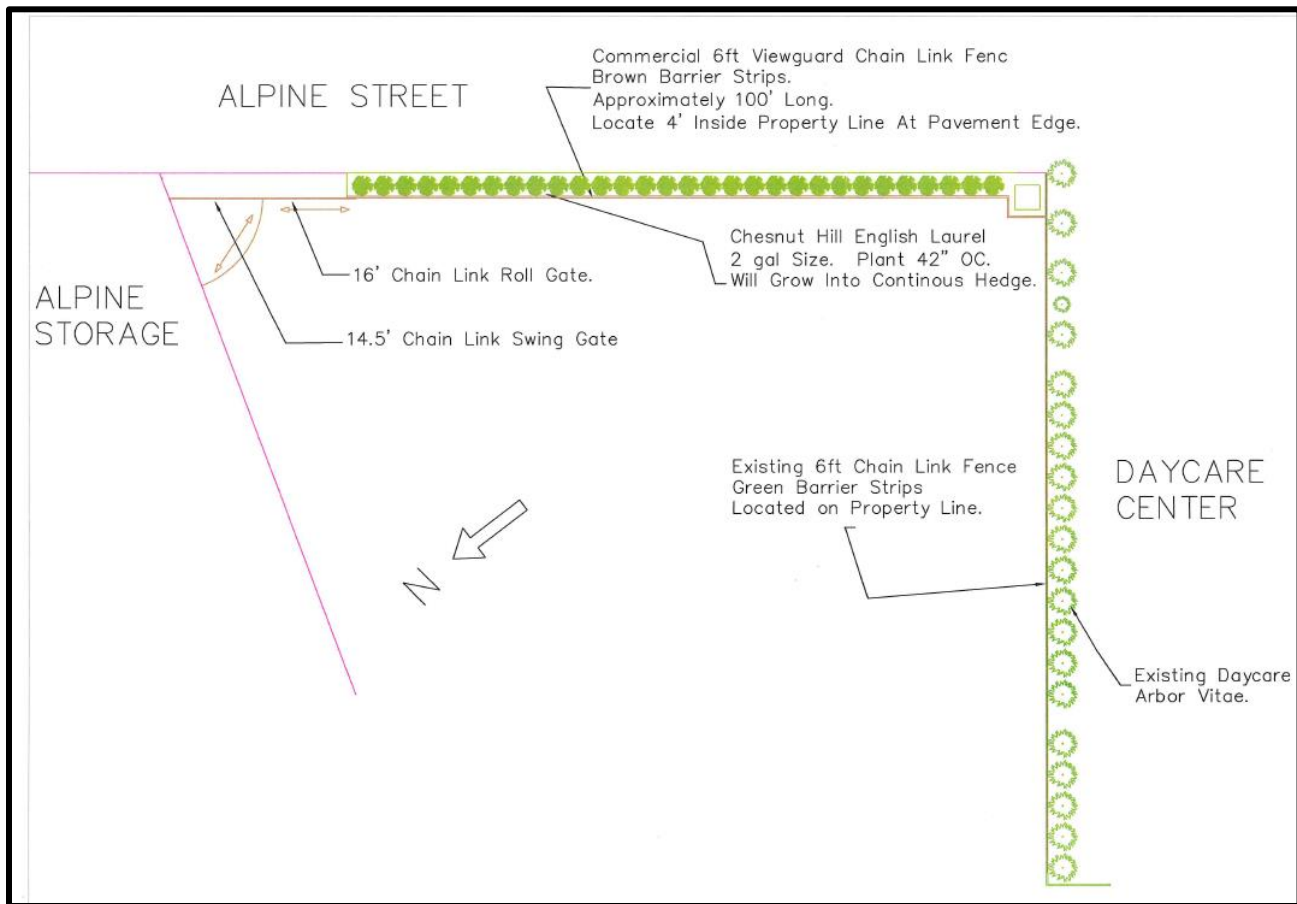
Discussion:

The subject property is zoned M-2 (General Industrial), and is also located in the Northeast Gateway Overlay District (Ordinance No. 4971). The site is currently developed with a manufacturing facility specializing in the production of rubber products. A portion of the site on the south east side, which front Alpine Avenue has historically been used for employee parking. It was determined during the reconstruction of Alpine Avenue that this parking area was located in the right-of-way. Therefore, the property owners were required to relocate the parking to an area completely within their site. The applicant has provided a parking lot plan that is completely within their site. The landscape plan that has been submitted for review provides for landscaping and screening around this new parking lot area. The subject site can be seen below as a red outlined area:



The Landscaping chapter of the McMinnville Zoning Ordinance requires that at least seven (7) percent of the gross area of a site being developed be landscaped (Section 17.57.050(A) (Area Determination – Planning Factors)). The applicant is not proposing to update landscaping on the overall site at this time. Since they are only proposing to update one particular landscaped area on the site, the seven (7) percent of the overall gross area of the site will not be calculated for this landscape plan.

The landscaping being proposed on the eastern portion of the site can be seen below:



In reviewing a landscape plan, Section 17.57.050(B) (Area Determination – Planning Factors) of the McMinnville Zoning Ordinance requires the Landscape Review Committee to also consider the following factors:

1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

The surrounding area consists primarily of a mixture of industrially and commercially zoned property along NE Alpine Avenue, NE 8th Street, NE 9th Avenue, and NE 10th Avenue. There are some residential uses located across Alpine Avenue from the proposed parking lot. The applicant is proposing to install landscaping and a sight-obscuring fence within the site between the new parking lot and the public right-of-way. This will minimize impacts on the abutting properties.

The applicant is proposing to install Chestnut Hill English Laurel (*Prunus laurocerasus* 'Chestnut Hill'), which is also often referred to as Cherry Laurel, planted at 42 inches on center. The applicant's intent is that the shrubs will grow into a continuous hedge. English Laurel will reach a mature height of about four (4) feet and will spread to a width of four (4) to six (6) feet. The spacing of 3.5 feet should allow for eventual growth into a continuous hedge.

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

The proposed parking lot will be screened from the adjacent public right-of-way (Alpine Avenue) and the adjacent property (currently used as a day care center). The use of the Chestnut Hill English Laurel as a hedge, which will grow to a height of about four (4) feet, and the proposed sight-obscuring chain

link fence will provide screening of the parking lot from the public right-of-way. This treatment will also provide screening of the other industrial uses that occur within the site. The applicant has also provided photos of the existing sight-obscuring fence located along the shared property line with the property to the west (currently used as a day care center). This six (6) foot tall fence has sight-obscuring slats installed within it and there is also a continuous row of arborvitae located on the day care center property.

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.

The existing site is currently fully developed, and there is no existing vegetation to preserve.

4. The development and use of islands and plantings therein to break up parking areas.

The applicant is not proposing to install plantings within the parking areas in the site. The subject site is nonconforming in terms of the amount of required parking on the site. In an effort to provide as much parking as possible, and therefore reduce the nonconformity to the maximum extent, planting islands were not included in the parking lot to add as much parking as possible.

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.

The landscape plan does not include the installation of street trees, as the areas shown to be planted are all within the subject site and are not within the public right-of-way.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas.

No irrigation facilities are proposed on the landscape plan submitted. The applicant has stated that it would be extremely difficult for them to provide a water line to this portion of the property, and instead have worked with a local nursery to select a plant material that is drought tolerant and can grow well in full sun exposure. If the Landscape Review Committee is comfortable with this type of plant material without any installed irrigation system, the plan can be approved. Staff would suggest that a condition of approval be included to ensure that the landscaping is continually maintained, including necessary watering, weeding, pruning, mowing, and replacement if necessary.

In addition to the standard landscaping requirements from the McMinnville Zoning Ordinance, the following standards from the Northeast Gateway Planned Development Overlay District apply:

Section 10 of Ordinance 4971 requires that off-street parking located behind the building but visible from the public right-of-way 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 in height. The proposed Chestnut Hill English Laurel hedge meets this requirement, as it will grow to be no more than four feet in height and will be maintained as a continuous hedge. The landscaped hedge will be the immediate buffer between the sidewalk and the subject site. The proposed six foot tall sight-obscuring fence will be located behind the landscaped hedge, approximately four feet into the property. While the fence is taller than the four feet height in the Northeast Gateway screening requirement, this fence will be set back slightly to not impede on the public right-of-way or sidewalk and the additional screening of the nonconforming industrial uses on the subject site will be an overall benefit to the surrounding area and adjacent uses. This combined treatment of the use of the hedge and the six foot sight-obscuring fence

meets the requirements of the Northeast Gateway screening requirement, while also meeting the intent of the Landscaping chapter in terms of compatibility with the surrounding area and adjacent uses.

Fiscal Impact:

None.

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.

Recommendation/Suggested Motion:

Based on the findings described in the staff report and decision document, staff is recommending that the landscape plan be approved with the following conditions:

1. That the applicant shall install landscaping as shown on the submitted landscape plan received on June 7, 2017.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during this process.
3. That the applicant shall maintain proper clearances around the existing water services located near the east end of the new fence. The fence shall not be placed within four (4) feet of the existing water valve.
4. 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.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE LANDSCAPE REVIEW COMMITTEE APPROVE L 24-17 WITH THE CONDITIONS OF APPROVAL AS RECOMMENDED BY STAFF.

CD:sjs



Planning Department
 231 NE Fifth Street ◦ McMinnville, OR 97128
 (503) 434-7311 Office ◦ (503) 474-4955 Fax
www.ci.mcminnville.or.us

Office Use Only:	
File No.	<u>L24-17</u>
Date Received	<u>6-26-17</u>
Fee	<u>170.00</u>
Receipt No.	<u>17M0123</u>
Received by	<u>SJS</u>

Landscape Plan Review Application

Applicant Information

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

Applicant Name ULTIMATE RB Phone (503) 472-4691

Contact Name DAN DUNHAM Phone (503) 472-4691
(If different than above)

Address 904 NE 10th Av

City, State, Zip McMinnville, OR 97128

Contact Email ddunham@ultimaterb.com

Property Owner Information

Property Owner Name SAME 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 904 NE 10th Ave

Assessor Map No. R4 - - Total Site Area _____

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation _____ Zoning Designation ML

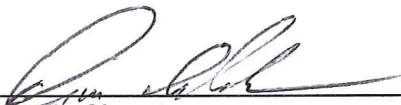
Landscaping Information

- 1. Total Landscaped Area: 400 sq ft.
- 2. Percent Landscaped: _____
- 3. Building Floor Area:
New Structure: Existing Structure: 45-50K. Addition:
- 4. Architect Name N/A Phone _____
(Landscape Architect, Engineer, or Other Designer)
Contact Name _____ Phone _____
Address _____
City, State, Zip _____
Contact Email _____


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

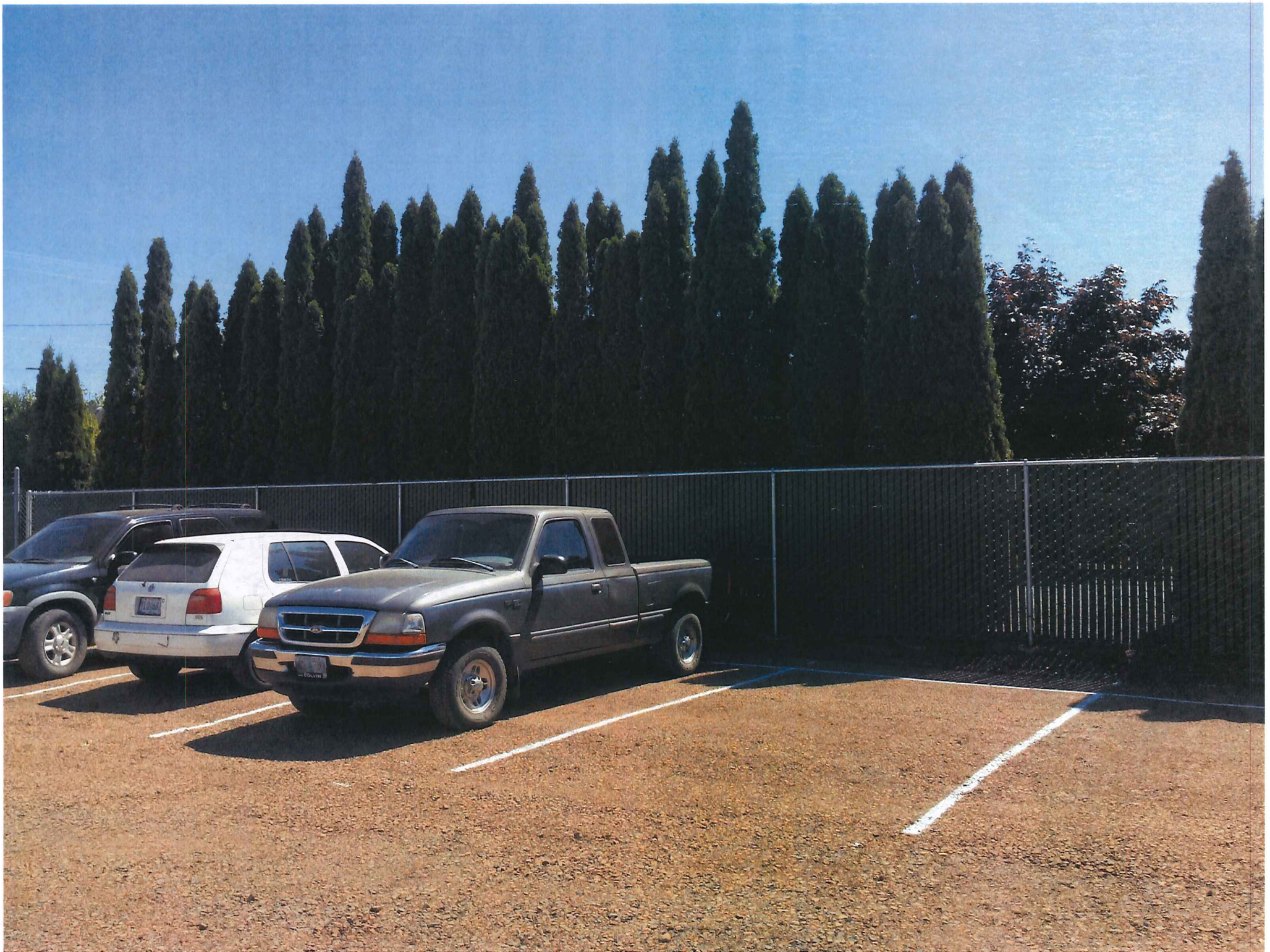
6/26/17
Date


Property Owner's Signature

6/26/17
Date

DAN DONHAM
Project Engineer, ultimate RIS





ALPINE STREET

Commercial 6ft Viewguard Chain Link Fenc
Brown Barrier Strips.
Approximately 100' Long.
Locate 4' Inside Property Line At Pavement Edge.

ALPINE
STORAGE

16' Chain Link Roll Gate.

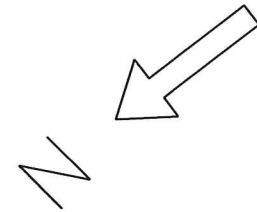
14.5' Chain Link Swing Gate

Chesnut Hill English Laurel
2 gal Size. Plant 42" OC.
Will Grow Into Continuous Hedge.

Existing 6ft Chain Link Fence
Green Barrier Strips
Located on Property Line.

DAYCARE
CENTER

Existing Daycare
Arbor Vitae.



ULTIMATE RB, McMinnville, OR	
TITLE: INSIDE PARKING LOT FENCE & LANDSCAPE DETAIL	
DRWG NO: URBM-17006	
REV: 2.2	DATE: 7/5/2017
DRAWN BY: DAN DUNHAM	
SCALE: 1/16" = 1'0"	
CONFIDENTIAL SHEET 3 of 3	



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

503-434-7311
www.mcminnvilleoregon.gov

DECISION DOCUMENT – 904 NE 10th AVENUE

DECISION, CONDITIONS OF APPROVAL, AND FINDINGS OF FACT OF THE MCMINNVILLE LANDSCAPE REVIEW COMMITTEE FOR APPROVAL OF LANDSCAPE PLAN FOR AN EXISTING INDUSTRIAL SITE AT 904 NE 10th AVENUE

- DOCKET:** L 24-17 (Landscape Plan)
- REQUEST:** The applicant, Dan Dunham with Ultimate RB, submitted a landscape plan review application to install landscaping on a portion of the existing industrial site and facility. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.030 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.
- LOCATION:** The property in question is located at 904 NE 10th Avenue. The subject property is more specifically described as Tax Lot 3800, Section 21BA, T. 4 S., R. 4 W., W.M.
- ZONING:** The subject site is designated as Industrial on the McMinnville Comprehensive Plan Map, and is zoned M-2 (General Industrial). The subject site is also located within the Northeast Gateway Planned Development Overlay District (Ordinance No. 4971).
- APPLICANT:** Dan Dunham
- STAFF:** Chuck Darnell, Associate Planner
- DECISION-MAKING BODY:** McMinnville Landscape Review Committee
- DATE & TIME:** July 19, 2017. Meetings was held at the Community Development Center, 231 NE 5th Street, McMinnville, OR 97128
- COMMENTS:** No public notice of the application was required by the McMinnville Zoning Ordinance. No additional comments were received by the Planning Department.

ATTACHMENTS:

1. Application for Landscape Plan Review

Application Summary:

The applicant, Dan Dunham with Ultimate RB, submitted a landscape plan review application to install landscaping on a portion of the existing industrial site and facility. Landscape plans are required to be reviewed and approved by the Landscape Review Committee as described in Section 17.57.030 (Plans-Submittal and review-Approval-Time limit for completion) of the McMinnville Zoning Ordinance.

CONDITIONS OF APPROVAL

1. That the applicant shall install landscaping as shown on the submitted landscape plan received on June 7, 2017.
2. That the applicant contact the appropriate utility-locate service (dial 811 or 800-332-2344) prior to digging to ensure that underground utilities are not damaged during this process.
3. That the applicant shall maintain proper clearances around the existing water services located near the east end of the new fence. The fence shall not be placed within four (4) feet of the existing water valve.
4. 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

1. Application for Landscape Plan Review

COMMENTS

This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. Comments were received by the Planning Department and have been incorporated into the conditions of approval.

FINDINGS OF FACT

1. The applicant, Dan Dunham with Ultimate RB, submitted a landscape plan review application to install landscaping on a portion of the existing industrial site and facility located at 1615 NE Riverside Drive. The subject property is located at 904 NE 10th Avenue. The subject property is more specifically described as Tax Lot 3800, Section 21BA, T. 4 S., R. 4 W., W.M.
2. The site is currently zoned M-2 (General Industrial), and is designated as Industrial on the McMinnville Comprehensive Plan Map, 1980. The subject site is also located within the Northeast Gateway Planned Development Overlay District (Ordinance No. 4971).
3. This matter was referred to the following public agencies for comment: McMinnville Public Works Department and McMinnville Water and Light. No comments in opposition have been provided. Comments and suggested conditions of approval were provided, and have been incorporated into the conditions of approval in this document.
4. A public meeting was held by the Landscape Review Committee on July 19, 2017 to review the application and proposed landscape plan. No comments in opposition were provided by the public prior to the public meeting.

CONCLUSIONARY FINDINGS

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

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.

Finding: Goal X 1 and Policy 188.00 are satisfied in that 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 Planning Commission and/or McMinnville City Council review of the request and recommendation at an advertised public hearing. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

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

17.57.010 Purpose and intent. The purpose and intent of this chapter is to enhance the appearance of the city by encouraging quality landscaping which will benefit and protect the health, safety, and welfare of the general public. By relating all the requirements of the zoning ordinance to the project in one review procedure, the review will assist the developer in integrating the uses of the property with the landscaping, will relate the project to surrounding property uses in existence or projected, and will attempt to minimize project costs. The landscaping provisions in Section 17.57.050 are in addition to all other provisions of the zoning ordinance which relate to property boundaries, dimensions, setback, vehicle access points, parking provisions and traffic patterns. The landscaping objectives shall also seek to accomplish the purposes set forth in Section 17.03.020.

Finding: The landscape plan as proposed would enhance the appearance of the city and will benefit the health, safety, and welfare of the general public. The landscape plan as proposed 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 Plans—Submittal and review—Approval—Time limit for completion.

C. The landscaping plan shall be approved if it is found to be compatible with the purpose, intent, and requirements of this chapter. Approval of the landscaping plan shall be indicated upon the plot plans. Any modifications shall be specified on the plans and agreed to in writing by the applicant prior to the issuance of a building permit. One copy of said approved plan shall be retained by the Planning Department and included within the permanent file;

Finding: The landscape plan as proposed meets the intent and purpose of the Landscaping chapter, as described in the findings for the specific landscape plan review criteria below. Modifications as required by the conditions of approval will be discussed with the applicant and agreed to prior to the issuance of a building permit.

17.57.050 Area Determination—Planning factors.

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.)

Finding: The applicant is not proposing to update landscaping on the overall site at this time. Since they are only proposing to update one particular landscaped area on the site, the seven (7) percent of the overall gross area of the site will not be calculated for this landscape plan.

- 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:
 1. Compatibility with the proposed project and the surrounding and abutting properties and the uses occurring thereon.

Finding: The surrounding area consists primarily of a mixture of industrially and commercially zoned property along NE Alpine Avenue, NE 8th Street, NE 9th Avenue, and NE 10th Avenue. There are some residential uses located across Alpine Avenue from the proposed parking lot. The applicant is proposing to install landscaping and a sight-obscuring fence within the site between the new parking lot and the public right-of-way. This will minimize impacts on the abutting properties.

The applicant is proposing to install Chestnut Hill English Laurel (*Prunus laurocerasus* 'Chestnut Hill'), which is also often referred to as Cherry Laurel, planted at 42 inches on center. The applicant's intent is that the shrubs will grow into a continuous hedge. English Laurel will reach a mature height of about four (4) feet and will spread to a width of four (4) to six (6) feet. The spacing of 3.5 feet should allow for eventual growth into a continuous hedge.

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

Finding: The proposed parking lot will be screened from the adjacent public right-of-way (Alpine Avenue) and the adjacent property (currently used as a day care center). The use of the Chestnut Hill English Laurel as a hedge, which will grow to a height of about four (4) feet, and the proposed sight-obscuring chain link fence will provide screening of the parking lot from the public right-of-way. This treatment will also provide screening of the other industrial uses that occur within the site. The applicant has also provided photos of the existing sight-obscuring fence located along the shared property line with the property to the west (currently used as a day care center). This six (6) foot tall fence has sight-obscuring slats installed within it and there is also a continuous row of arborvitae located on the day care center property.

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.

Finding: The existing site is currently fully developed, and there is no existing vegetation to preserve.

4. The development and use of islands and plantings therein to break up parking areas.

Finding: The applicant is not proposing to install plantings within the parking areas in the site. The subject site is nonconforming in terms of the amount of required parking on the site. In an effort to

provide as much parking as possible, and therefore reduce the nonconformity to the maximum extent, planting islands were not included in the parking lot to add as much parking as possible.

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.

Finding: The landscape plan does not include the installation of street trees, as the areas shown to be planted are all within the subject site and are not within the public right-of-way.

6. Suitable watering facilities or irrigation systems must be included in or near all planted areas;

Finding: No irrigation facilities are proposed on the landscape plan submitted. Staff is suggesting a condition of approval to require that irrigation or suitable watering facilities be included in the proposed planter areas.

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

Finding: No irrigation facilities are proposed on the landscape plan submitted. The applicant has stated that it would be extremely difficult for them to provide a water line to this portion of the property, and instead have worked with a local nursery to select a plant material that is drought tolerant and can grow well in full sun exposure. If the Landscape Review Committee is comfortable with this type of plant material without any installed irrigation system, the plan can be approved. Staff would suggest that a condition of approval be included to ensure that the landscaping is continually maintained, including necessary watering, weeding, pruning, mowing, and replacement if necessary.

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

- H. M-2 (General Industrial zone).

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

The following Sections of the Northeast Gateway Planned Development Overlay District (Ord. No. 4971) are applicable to the request:

Section 10 – Landscaping [...]

- 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.

Finding: The proposed Chestnut Hill English Laurel hedge meets this requirement, as it will grow to be no more than four feet in height and will be maintained as a continuous hedge. The landscaped hedge will be the immediate buffer between the sidewalk and the subject site. The proposed six foot tall sight-obscuring fence will be located behind the landscaped hedge, approximately four feet into the property. While the fence is taller than the four feet height in the Northeast Gateway screening requirement, this fence will be set back slightly to not impede on the public right-of-way or sidewalk and the additional screening of the nonconforming industrial uses on the subject site will be an overall benefit to the surrounding area and adjacent uses. This combined treatment of the use of the hedge and the six foot sight-obscuring fence meets the requirements of the Northeast Gateway screening

requirement, while also meeting the intent of the Landscaping chapter in terms of compatibility with the surrounding area and adjacent uses.

CD:sjs