

## UNAPPROVED MINUTES

### MINUTES OF THE BROOKLYN PARK PLANNING COMMISSION Regular Meeting – March 13, 2024



#### 1. CALL TO ORDER

The meeting was called to order at 7:00 PM.

#### 2. ROLL CALL/PLEDGE OF ALLEGIANCE

Those present were: Commissioners Cavin, Fraser, Kiekow, Udomah, and Wako; Council Liaison McGarvey; Planning Director Mogush; Principal Planner Turnquest; Associate Planner McDermott; Planning Assistant Hayes-Regan.

Those arrived late: None

Those excused were: Commissioner Turner.

Those not present were: Commissioner Borer and Gaye-Bai.

#### 3. EXPLANATION BY CHAIR

#### 4. APPROVAL OF AGENDA

MOTION KIEKOW, SECOND FRASER TO APPROVE THE MARCH 13, 2024 AGENDA.

*MOTION CARRIED UNANIMOUSLY.*

#### 5. CONSENT AGENDA

- A. **Minutes** – February 14, 2024 Regular Meeting
- B. **Minutes** – February 28, 2024 Work Session

MOTION FRASER, SECOND KIEKOW TO APPROVE THE MARCH 13, 2024 CONSENT AGENDA.

*MOTION CARRIED UNANIMOUSLY.*

#### 6. PUBLIC HEARING

- A. **Chapter 150 – Signs – Zoning Code Update** – The Sign Code (Chapter 150) proposed text amendments comply with changes made to the Comprehensive Plan through the new land use designations and the anticipated adoption of new zoning districts. Technical changes for consistency throughout the Land Use title have also been made. The City's Attorney is currently reviewing the text against current case law and additional changes may be required.

Principal Planner Turnquest provided background information on the land use code update process, which included public engagement and input. She stated that the 2040 Comprehensive Plan looked at the community with an emphasis on special planning areas to address its goals and needs. She stated that the official controls must be updated to match the Comprehensive

Plan. She stated that Title 15 includes four chapters 150, 151, 152, and 153 and provided a brief overview of the proposed changes proposed to bring the zoning code into conformance. She recommended that the Planning Commission hold one public hearing for the four chapters to accept public comment and then have separate discussion and motions for each chapter.

Commission Chair Cavin opened the public hearing for all four chapters being considered tonight.

Rich Xiong, 4034 Foxclub, expressed concern with Section 5.1 and the proposal to eliminate restrictions on projecting signs, 150.05, letter D. He commented that there would be a number of negative aspects that could be associated with that change. He asked the Planning Commission to consider adding letter D back into the section. He also referenced Section 5.2 noting that he does not oppose the updates but asked the Commission to pay close attention to the summary of key findings in the zoning diagnosis. He referenced the missing middle housing results and noted that when developers contact the City, staff should focus on those developments outlined as a need. He referenced the stormwater elements in Section 5.3, which was confusing to read, and asked the Commission to hold City staff to task to ensure stormwater requirements are met by new developments rather than causing a burden to existing residents.

Commission Chair Cavin closed the public hearing but reminded the public that comments can be submitted via email to City Staff for consideration in the City Council agenda packet.

Commission Chair Cavin stated that there was a lot of discussion about the 2040 Comprehensive Plan. He asked where green building standards would be incorporated, as that is a goal of the City.

Associate Planner McDermott replied that this is part of a phased approach. They stated that the green rooftops and sustainability standards will come forward in phase two, while this section focused more on the basic zoning elements. They stated that the next phases will focus on those additional elements.

Commission Chair Cavin commented that there has been a lot of talk of accessory dwelling units (ADUs) and asked if that would come forward in the future as well.

Associate Planner McDermott confirmed that would also be included in phase two, along with the missing middle that was mentioned by the resident. They stated that staff has been tracking interest of residents in ADUs in order to ensure a robust public engagement for that topic. They referenced the elimination of letter D mentioned by the resident and provided additional details on the changes proposed. They appreciated the comment related to stormwater and noted that they would pass that on to engineering, noting that staff works diligently to ensure the appropriate standards are met in terms of water management for development. They stated that they continue to look at how sustainability can be worked into the Code to accomplish the goals of the City.

**MOTION FRASER, SECOND UDOMAH TO RECOMMEND ADOPTION OF ORDINANCE #2024-\_\_ AMENDING CHAPTER 150 OF THE BROOKLYN PARK CODE FOR CONSISTENCY WITH THE BROOKLYN PARK 2040 COMPREHENSIVE PLAN.**

***MOTION CARRIED UNANIMOUSLY.***

**B. Chapter 151 – Subdivisions – Zoning Code Update** – The Subdivisions Code (Chapter 151) proposed text amendments provide consistency throughout the Land Use title. This Chapter has not been updated since 2000, and the proposed changes reflect the current process.

MOTION UDOMAH, SECOND KIEKOW TO RECOMMEND ADOPTION OF ORDINANCE #2024-\_\_ AMENDING CHAPTER 151 OF THE BROOKLYN PARK CODE FOR CONSISTENCY WITH THE BROOKLYN PARK 2040 COMPREHENSIVE PLAN.

*MOTION CARRIED UNANIMOUSLY.*

**C. Chapter 153 – Stormwater Management – Zoning Code Update** – The Stormwater Management Code (Chapter 153) proposed text amendments provide consistency throughout the Land Use title as well as changes made to reflect the current process.

MOTION UDOMAH, SECOND WAKO TO RECOMMEND ADOPTION OF ORDINANCE #2024-\_\_ AMENDING CHAPTER 153 OF THE BROOKLYN PARK CODE FOR CONSISTENCY WITH THE BROOKLYN PARK 2040 COMPREHENSIVE PLAN.

*MOTION CARRIED UNANIMOUSLY.*

**D. Chapter 152 – Article 1 Administration and Article 2 Zoning Districts – Zoning Code Update** – Articles 1 and 2 of the Zoning Code (Chapter 152) proposed text amendments comply with the changes made to the Comprehensive Plan through the new land use designations and the adoption of new zoning districts. Technical changes for consistency throughout the Land Use title have also been made.

MOTION WAKO, SECOND UDOMAH TO RECOMMEND ADOPTION OF ORDINANCE #2024-\_\_ AMENDING CHAPTER 152 OF THE BROOKLYN PARK CODE FOR CONSISTENCY WITH THE BROOKLYN PARK 2040 COMPREHENSIVE PLAN.

*MOTION CARRIED UNANIMOUSLY.*

## **7. OTHER BUSINESS**

No comments.

## **8. DISCUSSION ITEMS**

No comments.

## **9. VERBAL REPORTS AND ANNOUNCEMENTS**

### **A. Council Comments**

Council Liaison McGarvey provided an update on recent actions of the Council related to planning cases.

### **B. Commission Comments**

No comments.

### **C. Staff Comments**

Planning Director Mogush recognized that this will be the last meeting for Commissioner Kiekow and thanked him for his service over the past six years. He noted that Commissioner orientation which will take place on March 20<sup>th</sup>. He stated that on March 27<sup>th</sup> the Commission will hold a worksession to continue its discussion on the land use code update. He commented that the City has not yet received interest from a youth member.

### **10. ADJOURNMENT**

Commission Chair Cavin adjourned the meeting at 7:29 PM.

Respectfully submitted,

Paul Mogush  
Planning Director