



**MINUTES OF THE BROOKLYN PARK PLANNING COMMISSION**  
**Work Session – September 25, 2024**

**I. CALL TO ORDER**

The meeting was called to order at 7:01 PM.

Those present were: Commissioners Fraser, Arah, Cavin, Gaye-Bai, Turner, Korosso, and Wako; Interim Planning Director Perdu, Senior Planner Donovan, Senior Planner McDermott, Planning Assistant Hayes-Regan.

Those excused were: Councilmember Liaison McGarvey; Commissioner Udomah; Planning Director Mogush.

**II. GENERAL INFORMATION**

None.

**III. DISCUSSION ITEMS/GENERAL ACTION ITEMS**

**1. Kwik Trip 1741 | 9400 West Broadway**

Interim Planning Director Perdu shared a presentation with the Commissioners about a potential Kwik Trip application at 9400 West Broadway. Her presentation included an overview of the current zoning designation (Transit Oriented Development – Employment (TOD-E)) and requirements for the property. Specifically, Interim Planning Director Perdu noted the following TOD-E design standards that the application did not meet: 1) 1ft minimum and 12ft maximum setback requirement; 2) glazing and architectural standards; 3) 70% frontage build out on front street; 4) 40% frontage build out on side street; and 5) pedestrian separation from parking facilities. The application would include requests for multiple variances and a conditional use permit (CUP). Interim Planning Director Perdu concluded her presentation by giving an overview of the variance criteria and the Three Factor Test that each variance request application would need to achieve.

Representatives from Kwik Trip and owner of the property then shared a presentation with the Commissioners, giving an overview of the proposed project and previous projects that have been completed around the project area. The presentation included an overview of how their proposal did not meet the zoning designation requirements and their interpretation about how their requests were reasonable. An overview of the draft site plan included a presentation of the following items that Kwik Trip interpreted as may requiring variance requests: 1) that they include two accesses whereas only one is permitted; 2) that the site access drive proposal widths exceed the 20 ft maximum; 3) that the TOD-E front and side building setback standards are not met; 4) that the TOD-E front and side parking setback standards are not met; 5) that the TOD-E 70% minimum building frontage requirement is not met; and 6) that the TOD-E window glazing standards are not met.

The discussion concluded with Planning Commissioners expressing that they would like Staff to work the potential Applicants and with some Planning Commissioners sharing that the requests were reasonable.

**2. Accessory Dwelling Unit (ADU) Discussion**

Senior Planner Donovan shared a presentation and facilitated a discussion with the Planning Commissioners about ADUs. The presentation provided a general overview of what ADUs are, the benefits of ADUs, a conversation about equity and ADUs, an overview of what neighboring jurisdictions are doing, and a time for the Planning Commissioners to provide any feedback to Staff.

Planning Commissioners were generally supportive of wanting to see ADUs introduced into the community. Commissioner Turner suggested Staff engage the existing pool of property owners who have inquired about ADUs as a potential starting point. Senior Planner Donovan shared that Staff will also be talking to other City Divisions about what future implementation of ADUS would mean for their respective areas.

**IV. VERBAL REPORTS AND ANNOUNCEMENTS**

**A. COUNCILMEMBER LIASON COMMENTS**

None.

**B. PLANNING COMMISSION COMMENTS**

None.

**C. STAFF LIASON COMMENTS**

None.

**V. ADJOURNMENT**

Commissioner Chair Fraser adjourned the meeting at 9:10 PM.

Respectfully submitted,

Erin Perdu  
Interim Planning Director