

## UNAPPROVED MINUTES

### MINUTES OF THE BROOKLYN PARK PLANNING COMMISSION Regular Meeting – April 9, 2025



#### I. ORGANIZATIONAL ITEMS

##### 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

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

Those present were: Commissioners Cavin, Borer, Fraser, Korosso, Udomah, Turner and Wako; Planning Director Mogush; Senior Planner Cara Donovan, Senior Planner Erin McDermott, Associate Planner Matt Hayes-Regan, Program Assistant Asma Jihad, and Fire Chief Shawn Conway.

Those arrived late: None

Those not present were: Commissioner Arah and Commissioner Gaye-Bai, and City Council Liaison McGarvey (with prior notice).

##### 2. EXPLANATION BY CHAIR

##### 3. APPROVAL OF AGENDA

MOTION CAVIN, SECOND FRASER, TO APPROVE THE APRIL 9, 2025 AGENDA.

*MOTION CARRIED UNANIMOUSLY.*

#### II. REQUIRED DUTIES

##### 4. CONSENT AGENDA

**4.1 Minutes** – March 12, 2025 Regular Meeting

**4.2 Minutes** – March 17, 2025, Joint City Council/Planning Commission

MOTION TURNER, SECOND KOROSSO TO APPROVE THE APRIL 9, 2025, CONSENT AGENDA.

*MOTION CARRIED UNANIMOUSLY.*

##### 5. PUBLIC HEARING

**5.1 Planning Case #25-103, NorthPark Northwest Corner (Scannell Properties) – Preliminary Plat and Two Variances**

Senior Planner Donovan introduced the application for preliminary plat and two variances for the NorthPark Business Center. She provided information on the property location, subject property, and adjacent property uses and zoning. She noted that this is the last area of the NorthPark Business Center to be developed. She provided information on the proposed subdivision, road construction, and preliminary plat details. She presented information on the requested variance for a 50-foot right-of-way for Zealand Avenue and 108<sup>th</sup> Court as well as supporting findings of

fact supporting the variance request. She stated that the second variance request is for a reduced radius for the cul-de-sac on 108<sup>th</sup> Court and reviewed the related findings of fact supporting the request. Staff recommend approval of the preliminary plat and variances with the conditions listed in the draft resolution.

Commission Chair Cavin opened the public hearing.

Margaret School, 8225 109<sup>th</sup> Place N in Champlin, stated that her backyard is across the street from the subject property and asked what will be constructed on the property.

Bonnie O'Brien, 8203 109<sup>th</sup> Place N in Champlin, also wondered which businesses will be in this location, as the cul-de-sac is small. She also asked for clarification on the statement that the planned design for Zealand would be to calm traffic and deter cut-through traffic. She asked if Zealand would be a right-in/right-out as she believed that would increase traffic on Xylon.

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.

Senior Planner Donovan stated that this application is for preliminary plat and variances, not site plan, however, there is an application for a carwash at the corner of TH 169 and 109<sup>th</sup> in this area. She noted that is a conditional use that would come forward as a planning case in the future. She provided more details on the planned design for the roads and the path that traffic would be able to follow in that area. She stated that no other applications have been received for the remainder of the property at this time. She commented that the radius of the reduced cul-de-sac would still support the turning around of a fire vehicle.

Commissioner Borer commented on the size of the proposed cul-de-sac and asked how it would be able to handle multiple emergency vehicles.

Fire Chief Conway appreciated the question. He provided information on the necessary turning radius of the fire emergency vehicles. He stated that in the case that there is more than one emergency vehicle, they park them on one side of the road to provide additional space for maneuvering. He stated that this cul-de-sac would support the turning radius of their largest truck.

Senior Planner Donovan commented that both sides of the streets would be posted as no parking as well.

Commission Chair Cavin asked about the zoning of the property.

Senior Planner Donovan replied that the property is zoned Business Park.

MOTION UDOMAH, SECOND KOROSSO TO RECOMMEND APPROVAL OF A PRELIMINARY PLAT FOR "NORTHPARK BUSINESS CENTER TENTH ADDITION" AT THE CORNER OF 109<sup>TH</sup> AVENUE N AND HIGHWAY 169 FOR THE CREATION OF TWO LOTS.

*MOTION CARRIED UNANIMOUSLY.*

MOTION UDOMAH, SECOND WAKO TO RECOMMEND ADOPTION OF FINDINGS OF FACT FOR THE APPROVAL OF A VARIANCE REQUEST FOR A 50-FOOT PUBLIC RIGHT-OF-WAY

FOR ZEALAND AVENUE AND 108<sup>TH</sup> COURT, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.

*MOTION CARRIED UNANIMOUSLY.*

MOTION UDOMAH, SECOND TURNER TO RECOMMEND ADOPTION OF FINDINGS OF FACT FOR THE APPROVAL OF A VARIANCE REQUEST FOR A 48-FOOT RADIUS CUL-DE-SAC ON 108<sup>TH</sup> COURT, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.

*MOTION CARRIED UNANIMOUSLY.*

**5.2 Planning Case #25-105, BP Fire Station No. 2 (CNH Architect on behalf of the City of Brooklyn Park Fire Department) – Site Plan at 8500 and 8600 Zane Avenue**

Senior Planner McDermott introduced the application for a site plan review for the Brooklyn Park Fire Station No. 2, which is more commonly known as the Central Fire Station. She provided information on the property location, subject properties, adjacent property uses, and zoning. She reviewed details of the proposed site plan and recommended approval with the conditions listed in the draft resolution.

Commission Chair Cavin opened the public hearing.

Seeing no one approach the podium, Commission Chair Cavin closed the public hearing.

Commission Chair Cavin asked if the stormwater from this lot draining to Zane would be acceptable.

Senior Planner McDermott explained that the drainage does not go onto Zane and instead goes into the creek on the south side of the residential area.

Brook Jacobson, architect for the project, stated that they have been working with the City engineers and explained that the drainage would go into the pond and then tie into the existing system that runs parallel to the street.

Commission Chair Cavin asked if fire trucks are washed after an event to remove contaminants and how that material is prevented from running into the pond.

Ms. Jacobson explained that the trucks are washed into the building, which captures that water in that system, which is designed to manage that material.

Commission Chair Cavin asked if sustainability has been considered for this building.

Ms. Jacobson replied that they are looking at a few elements, noting that the roof will be made solar-ready and there are other elements within the building, such as efficient appliances and LED lighting.

Commission Chair Cavin asked the type of roof that would be used.

Ms. Jacobson provided details on what is being considered.

Commission Chair Cavin asked if this would be a commercial kitchen.

Ms. Jacobson replied that the kitchen would include high-end residential appliances and would not be designed as a commercial kitchen.

Commissioner Udomah asked the number of fire trucks that would be housed in this location.

Fire Chief Conway replied that the fire station is being built not just as a standalone but to have the ability to house crews from two stations in this one. He stated that there would be between five and seven emergency apparatuses able to be stored in this location.

Commissioner Wako commented that there is an indication that there is a way to get to 85<sup>th</sup> and asked the path that would be used to access that roadway.

Fire Chief Conway explained that this fire station project would enhance the west campus development. He explained the path that traffic could follow to access and move through the site as well as the changes in access that would occur as part of the project.

Commissioner Wako asked if Head Start has been consulted and whether their operations would be impacted.

Fire Chief Conway confirmed that he has had conversations with the staff and director, and they have been part of the planning and understand the changes to access and traffic flow that will be made. He commented that the changes will be positive for that team as well.

Commission Chair Cavin referenced the firefighter health features that are mentioned in the report and asked if health care services will be available at the facility in a clinic setting.

Fire Chief Conway replied that it would not be a clinic setting. He stated that the current fire stations were not designed to incorporate people living at the facility like they are now, and therefore do not include health and wellness elements, and provided more information on those details.

Commissioner Turner asked for details on the electric and gas service for the building, as she only noticed mention of sewer and water utilities.

Ms. Jacobson replied that they building will use a mix of gas and electric use for the building.

**MOTION WAKO, SECOND FRASER TO RECOMMEND APPROVAL OF A SITE PLAN REVIEW FOR THE CONSTRUCTION OF A PUBLIC FACILITY AT 8600 ZANE AVENUE NORTH.**

**FURTHER DISCUSSION: COMMISSIONER WAKO COMMENTED THAT THIS WILL BE A GREAT PROJECT FOR THE CITY AND THANKED FIRE CHIEF CONWAY FOR THE GREAT SERVICE THAT HIS DEPARTMENT PROVIDES. HE ACKNOWLEDGED THAT THIS IS AN OVERDUE PROJECT THAT IS NEEDED.**

***MOTION CARRIED UNANIMOUSLY.***

Planning Director Mogush stated the public hearing item is scheduled to be reviewed at the City Council meeting on April 28, 2025.

### **5.3 Planning Case #25-106, 610 Junction Building 4 – Preliminary Plat and Site Plan**

Senior Planner Donovan introduced the application for a preliminary plat and site plan application for 610 Junction Building 4. She stated that the applicant proposes one building and one newly created lot. She provided details on the site location, subject property, and adjacent uses and zoning. She presented details of the proposed site plan and recommended approval of the preliminary plat and site plan with the condition noted in the draft resolution.

Commission Chair Cavin opened the public hearing.

Seeing no one approach the podium, Commission Chair Cavin closed the public hearing.

Commission Chair Cavin asked for clarification on the elevation and drainage. He asked if there is a tenant or whether this is being constructed as speculative.

Senior Planner Donovan provided clarification on the proposed drainage plans. She noted that the building is being built as speculative.

Commission Chair Cavin commented that this would seem to block the signage of the existing tenants and asked if there was any input.

Senior Planner Donovan replied that she could follow up on that.

Commissioner Udomah asked the estimated timeline to place a tenant in the building.

Scott Clancy, representing the applicant, stated that the client is in negotiations with several tenants and a better timeline will soon be available for that and provided to City staff.

Commission Chair Cavin stated that he did not see a landscaping plan included to meet the landscaping requirements.

Senior Planner Donovan replied that the applicant did provide a landscaping plan that met all open space and landscaping requirements.

Commission Chair Cavin recognized the proximity to the highway and asked if a pylon or monument sign would be planned.

Senior Planner Donovan replied that pylon signs are not allowed.

Mr. Clancy stated that his client owns the other three lots within the 610 Junction. He stated that there is no additional signage planned at this time.

Commission Chair Cavin asked if MnDOT has been consulted and agrees with the setback lines.

Senior Planner Donovan replied that the preliminary plat was sent to MnDOT and Hennepin County. She stated that Hennepin County had no comments and MnDOT has not replied, but noted that the preliminary plat does meet all setback requirements.

Commissioner Wako asked for details on the anticipated level of traffic.

Senior Planner Donovan replied that the transportation engineer has reviewed the site plan and had no concerns. She described the path that traffic would flow into and through the site.

Commissioner Turner asked if there are any plans to remove the gas tank on the site and whether there are any plans to increase sustainability.

Mr. Clancy replied that the gas tank is being removed. He stated that there will be gas brought in for unit heaters, but the majority of the building would use electric. He noted that the tenants, once agreed upon, would work with the City on sustainability. He stated that the building would be constructed to be solar-ready.

Commission Chair Cavin asked for details on the type of roof that would be used.

Mr. Clancy provided those details.

**MOTION TURNER, SECOND UDOMAH TO RECOMMEND APPROVAL OF PRELIMINARY PLAT FOR "610 JUNCTION BUILDING 4" ON THE VACANT PROPERTY NORTH OF 93<sup>RD</sup> AVENUE N AND WEST OF HIGHWAY 169.**

*MOTION CARRIED UNANIMOUSLY.*

**MOTION TURNER, SECOND UDOMAH TO RECOMMEND APPROVAL OF A SITE PLAN REVIEW FOR THE CONSTRUCTION OF ONE INDUSTRIAL BUILDING NORTH OF 93<sup>RD</sup> AVENUE N AND WEST OF HIGHWAY 169, SUBJECT TO CONDITIONS IN THE DRAFT RESOLUTION.**

*MOTION CARRIED UNANIMOUSLY.*

## **6. OTHER BUSINESS**

### **6.1 Approval of Updated Bylaw Language**

Planning Director Mogush stated that at the last meeting, the Commission reviewed the bylaws and provided direction to staff to make some updates to increase clarity. He stated that when completing that review, he noticed additional language that should be updated. He presented the proposed changes to the bylaws.

Commissioner Fraser stated that she likes the revised language and agreed that it is clearer.

Commission Chair Cavin asked if a Commissioner could attend virtually and count towards the quorum.

Planning Director Mogush confirmed that is correct and noted the requirements for posting and access to the public for those attending virtually.

Commissioner Wako asked if the young members, if appointed, would have the same voting rights as the other members.

Planning Director Mogush confirmed that the young adult members would have full voting rights. He stated that the language that provides those details is within the City Ordinance that created those positions. He stated that, unfortunately, the City has not had much interest in the young adult positions up to this point.

Commissioner Korosso asked if there would be an option for Commissioners to participate virtually.

Planning Director Mogush confirmed that is an option and noted that those requirements are found within the open meeting details. He stated that if a member of the Commission is interested in participating virtually, they can contact staff for more details on the requirements and process.

**MOTION CAVIN, SECOND UDOMAH, TO APPROVE THE UPDATED BYLAW LANGUAGE AS PRESENTED.**

*MOTION CARRIED UNANIMOUSLY.*

### **III. DISCUSSION ITEMS**

### **IV. VERBAL REPORTS AND ANNOUNCEMENTS**

#### **7. Council Comments**

Planning Director Mogush provided a brief update on land use and planning actions of the City Council.

#### **8. Commission comments**

Commission Chair Cavin referenced a previous discussion of the Commission to potentially change the start time of the meeting from 7:00 p.m. to 6:00 p.m. and asked for an update.

Planning Director Mogush stated that there are a few members of the Commission who could not make a 6:00 p.m. start time and, therefore, staff is not proposing to change the time of the meeting.

Commissioner Udomah noted a segment of concrete sidewalk on Zane that was replaced with asphalt trail and asked for an update.

Planning Director Mogush replied that sidewalk was replaced with a multi-use trail, which is wider to accommodate multi-modal pedestrian traffic.

Commissioner Udomah asked when the rest of that neighborhood area would receive a sidewalk.

Planning Director Mogush stated that the City has been implementing its bike and trail plan, recognizing that they are still working to accomplish those goals.

Commissioner Udomah recognized that it is spring and asked if the City will be doing anything to encourage residents to clean up after themselves.

Planning Director Mogush recognized the visibility of the litter around the community and commented that there is an effort by the City Council to address that issue.

Commissioner Fraser congratulated the City, noting the recent groundbreaking for the teen center, and looks forward to the opening.

### **9. Staff Comments**

Planning Director Mogush stated that the Commission will not hold an April worksession and instead there will be a development tour with the City Council and Planning Commission. He provided details on the next step of the Northwest Area Plan, which is a public open house on May 7<sup>th</sup>. There is a survey on the City website related to the Metro Blue Line extension, hoping to gain feedback from residents and businesses on the topic of anti-displacement.

### **V. ADJOURNMENT**

Commission Chair Cavin adjourned the meeting at 8:11 PM.

Respectfully submitted,

Paul Mogush  
Planning Director