



# City of Northfield

City Hall  
801 Washington Street  
Northfield, MN 55057  
ci.northfield.mn.us

## Meeting Minutes - Draft Planning Commission

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Thursday, April 18, 2019

6:00 PM

Council Chambers

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### Rollcall

**Present** 7 - Joe Gasior, William Schroeer, Betsey Buckheit, Tracy Heisler, Terri Jensen, Greg Siems, and Aaron Swoboda

### Note

*Also present: City Council Member Suzie Nakasian, Community Development Director Mitzi Baker, City Planner Scott Tempel and Community Development Specialist Mikayla Schmidt.*

## I. Call to Order and Approval of Agenda

*Chair Gasior called the meeting to order at 7:10PM.*

**A motion was made by Heisler, seconded by Jensen, to approve the agenda. The motion carried by the following vote:**

**Yes:** 7 - Gasior, Schroeer, Buckheit, Heisler, Jensen, Siems, and Swoboda

## II. Approval of Minutes

### 1. [19-837](#) Draft Planning Commission Meeting Minutes

**Attachments:** [1 - 02-21-19 PC Minutes](#)  
[2 - 03-21-19 PC Minutes](#)

**A motion was made by Buckheit, seconded by Vice Chair Schroeer, to approve the 02-21-2019 PC meeting minutes with a technical change. The motion carried by the following vote:**

**Yes:** 7 - Gasior, Schroeer, Buckheit, Heisler, Jensen, Siems, and Swoboda

**A motion was made by Jensen, seconded by Vice Chair Schroeer, to approve the 03-21-2019 PC meeting minutes. The motion carried by the following vote:**

**Yes:** 7 - Gasior, Schroeer, Buckheit, Heisler, Jensen, Siems, and Swoboda

## III. Unfinished Business

### 2. [19-838](#) Discussion

*Chair Gasior introduced the item to discuss goals for this year and coming years.*

*Discussion was held on:*

*-holding work session style meetings for better discussion,*

- addressing growth trends for ten and twenty years or more,
- climate action, land use and transportation as proposed priorities and then asked how the planning commission can incentivize those goals,
- removing unseemingly regulations that make priorities difficult to achieve,
- sustainability and the need to inventory current incentives,
- equity and density,
- what people / developers want from a residential / commercial / industrial standpoint to show that Northfield is business friendly,
- what people want versus what they should do in terms of development,
- gaining educated community "buy-in" early for projects,
- stream-lining the development process,
- creating an informal review process before having a vote on a project / decision,
- the possibility of meeting more frequently as a board,
- meeting with the HRA on subdivisions and other projects,
- not creating the planning commission as a substitute for staff,
- creating a future land use map, analyzing the strategic plan to identify gaps in the Land Development Code (LDC) and updating the comprehensive plan after the Climate Action Plan Advisory Committee completes their work,
- identifying code obstacles, presenting them to the council and then start working on adjustments based on direction from council,
- survey developers based on what has gone well or poorly during the development process,
- look at other communities incentives programs and market it to Northfield,
- looking at the strategic plan and the opportunities the planning commission has to more fully support the implementation of the goals, implementing the Climate Action Plan into the LDC and having broader community conversation on different topics,
- keeping Rice County and regional planning in mind,
- assigning homework to think about goals that may not move forward if the planning commission doesn't drive the implementation,
- and training available for the commissioners.

#### **IV. Reports and Discussion Items**

#### **V. Adjournment**

**A motion was made by Vice Chair Schroeer, seconded by Buckheit, to adjourn the meeting at 8:30PM. The motion carried by the following vote:**

**Yes:** 7 - Gasior, Schroeer, Buckheit, Heisler, Jensen, Siems, and Swoboda