



City of Northfield

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

Meeting Minutes - Final Heritage Preservation Commission

Thursday, December 9, 2021

4:00 PM

Northfield Police Department - Training Room

6:00 PM - REGULAR AGENDA CALL TO ORDER AND ROLL CALL

The meeting was called to order at 4:04PM.

Also present: City Planner Mikayla Schmidt, Public Works Director David Bennett, Administrative Assistant Kari Bonde, Meetings Associate Edward Malnar, Bruce Jacobson (remote), Bob Close (remote), CD Director Mitzi Baker (remote)

Present: 7 - Jason Menard, Chair Barbara Evans, Commissioner Jan Gilblom, Commissioner Alice Thomas, Commissioner Baird Jarman, Commissioner Clifford Clark and Commissioner Michael Meehan

APPROVAL OF AGENDA

A motion was made by Commissioner Thomas, seconded by Commissioner Gilblom, to approve the agenda. The motion carried by the following vote:

Yes: 7 - Commissioner Menard, Chair Evans, Commissioner Gilblom, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

APPROVAL OF MINUTES

1. [21-702](#) November 17, 2021 HPC Meeting Minutes

Attachments: [1 - 11-17-2021 HPC Minutes Draft](#)

A motion was made by Commissioner Gilblom, seconded by Commissioner Menard, to approve the November 17 minutes as amended by reversing the mover and seconder of the final motion for demolition certification. The motion carried by the following vote:

Yes: 7 - Commissioner Menard, Chair Evans, Commissioner Gilblom, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

PRESENTATIONS

2. [21-703](#) Update and Discuss Bridge Square Improvements in Context of the Riverfront Enhancement Action Plan.

- Attachments:** [1 - NORTHFIELD BRIDGE SQUARE CONCEPT + CONNECTIONS PLAN Mayor Council 11022021](#)
[2 - RiverfrontStaffMemo 06152021 Council Approved Sequence](#)
[3 - 2020 Riverfront Enhancement Action Plan Sequence Chart](#)
[4 - 2014 Bridge Square Plan](#)
[5 - Riverfront Action Plan Project Page](#)

Public Works Director David Bennett introduced Bruce Jacobson and Bob Close, who presented renovation or development options for Bridge Square ideated in the Bridge Square Concept Plan. Jacobson answered questions and received input from the Commission, especially concerning the preservation of the Civil War Memorial at the center of Bridge Square. Commissioners discussed all considered features of the plan based on values such as usability, feasibility, and contribution to the Historic District.

NEW BUSINESS

3. [BC 21-022](#) Request for Signage for Fate Furnishings at the Nelson Building - 507 Division Street South.

- Attachments:** [1 - Fate Furnishings Signage Proposal](#)
[2 - Color Samples](#)

City Planner Mikayla Schmidt presented signage design and color selections on behalf of Fate Furnishings' shop owner. Commissioners discussed the details of sign design and approval precedence of elements included in the design.

A motion was made by Commissioner Meehan, seconded by Commissioner Menard, to approve the Fate Furnishings sign design as recommended by subcommittee. The motion carried by the following vote:

Yes: 6 - Commissioner Menard, Chair Evans, Commissioner Gilblom, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

Abstained: 1 - Commissioner Thomas

4. [BC 21-023](#) Request for Signage for VNAILS at the Olson Building - 504 Division Street South.

- Attachments:** [1 - VNAILS Proposed Signage](#)
[2 - Color Samples](#)

City Planner Mikayla Schmidt presented signage design and color selections on behalf of the VNAILS shop owner. Commissioners considered and briefly discussed the design.

A motion was made by Commissioner Clark, seconded by Commissioner Jarman, to approve the VNAILS sign design as recommended by subcommittee. The motion carried by the following vote:

Yes: 7 - Commissioner Menard, Chair Evans, Commissioner Gilblom, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

5. [BC 21-024](#) Northfield Heritage Preservation Commission 2021 Annual Report.

- Attachments:** [1 - 2021 Annual Report - Northfield](#)

Commissioners reviewed the draft of the HPC annual report and suggested including additional activities and functions that had not appeared in the draft.

REPORTS FROM COMMISSION MEMBERS AND CHAIR

STAFF UPDATES

Commissioners discussed transfer of information and how to ensure receiving information in a timely fashion. City Planner Schmidt shared how to access public information and confirmed that City staff are working on harmonizing functions of public boards and commissions.

ADJOURNMENT

The meeting was adjourned by the chair at 5:31PM.