



# City of Northfield

City Hall  
801 Washington Street  
Northfield, MN 55057  
northfieldmn.gov

## Meeting Minutes - Draft Heritage Preservation Commission

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Wednesday, November 1, 2023

6:00 PM

Council Chambers

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

*Chair Evans called the meeting to order at 6:02 p.m.*

- Present:** 6 - Commissioner Baird Jarman, Commissioner Clifford Clark, Commissioner Jesse Steed, Barbara Evans, Commissioner Sean Allen and Vice Chair Michael Meehan
- Absent:** 1 - Commissioner Robert Stangler

*Also present: Mikayla Schmidt, City Planner; Jake Reilly, Community Development Director; Matt Bailey, Meeting Associate; Anna Forbord, Youth Representative (non-voting); and Cameron McMillan, Youth Representative (non-voting).*

### APPROVAL OF AGENDA

**A motion was made by Commissioner Clark, seconded by Commissioner Steed, to approve the agenda. The motion carried by the following vote:**

- Yes:** 6 - Commissioner Jarman, Commissioner Clark, Commissioner Steed, Chair Evans, Commissioner Allen and Vice Chair Meehan

### APPROVAL OF MINUTES

#### 1. [23-1551](#)

October 12, 2023 HPC Meeting Minutes

**Attachments:** [1 - October 12, 2023 HPC Meeting Minutes](#)

**A motion was made by Commissioner Steed, seconded by Commissioner Clark, to approve the October 12, 2023 HPC Meeting Minutes. The motion carried by the following vote:**

- Yes:** 6 - Commissioner Jarman, Commissioner Clark, Commissioner Steed, Chair Evans, Commissioner Allen and Vice Chair Meehan

### OPEN PUBLIC COMMENT

*Bob Thacker of 505 Ivanhoe Avenue thanked the Commission and the owners, developers, and architects of the Archer House site redevelopment for listening to the public throughout the approval process.*

### REGULAR AGENDA

2. [HPC Res. 2023-019](#) Certificate of Appropriateness for Windows & Brickmold Repair/Replacement at 416 Division St. S - Lawler Building.

**Attachments:** [1 - HPC Resolution](#)  
[2 - Historic Photos](#)  
[3 - Building Inventory Form](#)

*City Planner Mikayla Schmidt presented the application for Certificate of Appropriateness for Windows & Brickmold Repair/Replacement at 416 Division Street South - Lawler Building. Further context for the application was provided by the applicant and building owner Tim Hanson. Hanson responded to questions and comments from the Commission.*

**A motion was made by Vice Chair Meehan, seconded by Commissioner Steed, to approve the Certificate of Appropriateness for Windows & Brickmold Repair/Replacement at 416 Division Street South - Lawler Building. The motion carried by the following vote:**

**Yes:** 6 - Commissioner Jarman, Commissioner Clark, Commissioner Steed, Chair Evans, Commissioner Allen and Vice Chair Meehan

3. [HPC Res. 2023-020](#) Certificate of Appropriateness for New Construction at 212 Division Street South - the former Archer House site.

**Attachments:** [1 - HPC Resolution](#)  
[2 - HPC Resolution w. Condition of Approval for Screen](#)  
[3 - Hess Roise Report - The Archer Design Analysis 10232023](#)  
[4 - Archer House Renderings \(8-21-2023\)](#)  
[5 - Archer House Inventory Form](#)

*City Planner Mikayla Schmidt presented the application for a Certificate of Appropriateness for New Construction at 212 Division Street South - the former Archer House site. Chris Kennelly, representing the owners and developers of the site, Manawa LLC, and Bob Loken of ESG Architects provided additional context for the application.*

*Chair Evans opened the meeting to public comment:*

- Alice Thomas of 418 College Street expressed concerns regarding the proposed balconies and metal screens.*
- Michael Johnson of the Northfield Arts Guild at 304 Division Street praised the work of the Commission.*
- Wendell Arneson 12 Fareway Drive expressed concerns regarding the proposed metal screen, mechanical screens, and glass facade.*
- Nathan Hawkins, a student at Carleton College, expressed concerns about the similarity of the arched windows to those of the Nutting Block and about the proposed metal screen.*

*Schmidt and Loken responded to questions and comments from the Commission concerning the windows, floor plan, balconies, brick size and color, tiles, awnings, and exterior light fixtures.*

**A motion was made by Commissioner Allen, seconded by Commissioner Clark, to approve delaying a vote on the Certificate of Appropriateness for New Construction at 212 Division Street South - the former Archer House site until the next HPC meeting. The motion carried by the following vote:**

**Yes:** 5 - Commissioner Clark, Commissioner Steed, Chair Evans, Commissioner Allen and Vice Chair Meehan

**Abstained:** 1 - Commissioner Jarman

## STAFF UPDATES

4. [23-1552](#) Staff Updates.

*City Planner Mikayla Schmidt presented updates from City Staff.*

## BOARD MEMBER AND COMMISSIONER REPORTS

5. [23-1553](#) Commissioner Shadowing Reports and Updates.

*Chair Evans and Commissioner Clark posed questions to City Planner Mikayla Schmidt on next steps for the HPC.*

## ADJOURNMENT

*Chair Evans adjourned the meeting at 7:54 p.m.*