



City of Northfield

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

Meeting Minutes - Draft Heritage Preservation Commission

Wednesday, August 6, 2025

6:00 PM

Council Chambers

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

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

Present: 6 - Chair Baird Jarman, Commissioner Clifford Clark, Vice Chair Michael Meehan, Commissioner Sarah Beimers, Commissioner Amy Machacek Shonka and Commissioner Aaron Street

Absent: 1 - Commissioner Robert Stangler

Also present: Mathias Hughey, Associate Planner; Matt Bailey, Meeting Associate; Teagan Noetzel, Youth Representative (non-voting)

APPROVAL OF AGENDA

A motion was made by Commissioner Street, seconded by Vice Chair Meehan, to approve the Agenda. The motion carried by the following vote:

Yes: 6 - Chair Jarman, Commissioner Clark, Vice Chair Meehan, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

APPROVAL OF MINUTES

1. [25-437](#) June 4, 2025 HPC Meeting Minutes

A motion was made by Commissioner Beimers, seconded by Commissioner Clark, to approve the June 4, 2025 HPC Meeting Minutes. The motion carried by the following vote:

Yes: 6 - Chair Jarman, Commissioner Clark, Vice Chair Meehan, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

OPEN PUBLIC COMMENT

No public comment was received.

BOARD MEMBER AND COMMISSIONER REPORTS

No Board or Commissioner Reports were submitted.

REGULAR AGENDA

2. [25-438](#) Discussion of the Draft HPC 2025 - 2027 Work Plan.

Associate Planner Mathias Hughey presented the Draft HPC 2025 - 2027 Work Plan. The HPC discussed the work plan, and Hughey responded to questions and comments from the HPC. Hughey and the HPC discussed four possible areas of interest and focus concerning Zoning Code updates, around which subcommittees will be formed: solar panels, balconies, mural policy, and demolition review policy. The members of the HPC expressed interest in forming subcommittees as follows:

- Solar panels: Chair Jarman and Commissioner Beimers
- Balconies: Commissioners Clark and Machacek Shonka
- Mural policy: Commissioners Meehan and Street
- Demolition review policy: Commissioners Machacek Shonka and Beimers

Additional areas of interest and focus include: Certificate of Approval application form review, review of older publications and HPC efforts, and historic documentation of Riverwalk. The members of the HPC expressed interest in forming a subcommittee as follows:

- Certificate of Approval application form review: Commissioners Street, Meehan, and Beimers

STAFF UPDATES

3. [25-439](#)

Staff Updates.

Associate Planner Mathias Hughey presented updates from City staff. Hughey responded to questions and comments from the HPC.

A motion was made by Commissioner Beimers, seconded by Commissioner Clark, to approve the drafting and issuance of a comment letter to the Minnesota Department of Transportation (MnDOT) concerning historic properties in their July 21, 2025 Section 106 findings letter on State Project 6603-30, Trunk Highway 19 Reconstruction.. The motion carried by the following vote:

- Yes:** 6 - Chair Jarman, Commissioner Clark, Vice Chair Meehan, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

ADJOURNMENT

Chair Jarman adjourned the meeting at 7:17 p.m.