

City of Northfield

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



Meeting Agenda

Wednesday, May 3, 2023

6:00 PM

Council Chambers

Heritage Preservation Commission

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

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. [23-1129](#) April 5, HPC Meeting Minutes

Attachments: [04-05-23-HPC-Minutes](#)

CONSENT AGENDA

Agenda items below are approved by one motion unless a board or commission member requests separate action. All items approved by majority vote unless noted.

2. [HPC Res. 2023-004](#) Certificate of Appropriateness for Minor Amendment of Deck at 300 Division St S. - Jacob Sitze Building.

Attachments: [1 - HPC Resolution 2023-004](#)
[2 - Updated Plans](#)
[3 - Inventory Form](#)
[4 - Hyperlink to 5.12.22 HPC Staff Report](#)

3. [HPC Res. 2023-005](#) Certificate of Appropriateness for Steps at 302 Division St S. - Fire Station and City Hall.

Attachments: [1 - HPC Resolution 2023-005](#)
[2 - Plans](#)
[3 - Inventory Form](#)

OPEN PUBLIC COMMENT

Persons may take one opportunity to address the Commission for two (2) minutes (not including interpreter's time) on any topic, even if on the agenda, with the condition that they may not speak on the same item later in the meeting. No notification of the Chair is required. However, speakers are asked to complete a sign up card. Persons wanting a response to a question must submit the question in writing to the recording secretary. Questions must include name and information on how to contact. You may use the back side of the comment cards available in the meeting room. Persons cannot gift their 2 minute speaking time to other members of the public.

PUBLIC HEARINGS

The public will have the opportunity to speak for or against the issue for a maximum of two (2) minutes (not including interpreter's time) per item. The Chair will recognize speaker at podium and conversation will be between the Chair and speaker. Persons must give their name, address, and if representing a business, must give the name of the business or corporation. If an attorney or consultant is representing a client, the client must be identified for the record. Citizens who have material to be handed out shall provide a minimum of 12 copies of the material to City staff. Staff will then pass the information to the appropriate people.

REGULAR AGENDA

Persons that wish to speak on a regular agenda item must provide name and address by completing & submitting a sign up card. Persons may also contact the staff liaison via the City's website no later than 12:00 noon on the day of the meeting. The Chair will call up individuals to speak, based on preregistration and cards submitted, after the staff report on an item. Please be respectful of the public's and the Commission's time. Members of the public wishing to speak must adhere to the following guidelines:

- Speak only once for no more than two minutes (not including interpreter's time) on the topic unless the speaker is addressed by the Commission;
- Identify your relationship to the topic;
- Have a spokesperson or two for your group to present your comments;
- Persons wanting a response to a question must submit the question in writing to the recording secretary, including name and how you would like to be contacted.

4. [HPC Res. 2023-006](#) Certificate of Appropriateness for Accessory Structure at 519 Division St S. - Northfield Armory.

Attachments: [1 - HPC Resolution 2023-006](#)
 [2 - Exhibit A: Project Plans](#)
 [3 - Inventory Form](#)

5. [HPC Res. 2023-007](#) Certificate of Appropriateness for Demolition of Deck at 411 Division St S. - Hamre Building.

Attachments: [1 - Deck Images](#)
 [2 - Inventory Form](#)

6. [HPC Res. 2023-008](#) Certificate of Appropriateness for Signage at 508 Division St S. - Onstad Building 2.

Attachments: [1 - HPC Resolution 2023-008](#)
 [2 - Sign Plan](#)
 [3 - Inventory Form](#)

7. [HPC Res. 2023-009](#) Certificate of Appropriateness for Signage at 502 Division St. S. - Holland Block.

Attachments: [1 - HPC Resolution 2023-009](#)
 [2 - Sign Plan](#)
 [3 - Inventory Form](#)

8. [HPC Res. 2023-010](#) Certificate of Appropriateness for Signage at 105 5th St E. - McClaughry Tenement.

Attachments: [1 - HPC Resolution 2023-010](#)
 [2 - Exhibit A: Sign Plan](#)
 [3 - Inventory Form](#)

STAFF UPDATES

9. [23-1130](#) Staff Updates.

BOARD MEMBER AND COMMISSIONER REPORTS

10. [23-1131](#) Commissioner Shadowing Reports.

Attachments: [1 - EDA Report](#)

ADJOURNMENT