



City of Northfield

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

Meeting Minutes - Final Heritage Preservation Commission

Wednesday, December 6, 2023

6:00 PM

Council Chambers

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

Chair Evans called the meeting to order at 6:01 p.m.

Present: 7 - Commissioner Baird Jarman, Commissioner Clifford Clark, Commissioner Jesse Steed, Commissioner Robert Stangler, Barbara Evans, Commissioner Sean Allen and Vice Chair Michael Meehan

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

APPROVAL OF AGENDA

A motion was made by Commissioner Steed, seconded by Vice Chair Meehan, to approve the agenda as amended to move Open Public Comment from after the Regular Agenda to after Approval of Minutes . The motion carried by the following vote:

Yes: 7 - Commissioner Jarman, Commissioner Clark, Commissioner Steed, Commissioner Stangler, Chair Evans, Commissioner Allen and Vice Chair Meehan

APPROVAL OF MINUTES

1. [23-1632](#) November 1, 2023 HPC Meeting Minutes.

Attachments: [1 - November 1, 2023 HPC Meeting Minutes](#)

A motion was made by Commissioner Clark, seconded by Commissioner Stangler, to approve the November 1, 2023 HPC Meeting Minutes. The motion carried by the following vote:

Yes: 7 - Commissioner Jarman, Commissioner Clark, Commissioner Steed, Commissioner Stangler, Chair Evans, Commissioner Allen and Vice Chair Meehan

OPEN PUBLIC COMMENT

No public comment was received.

PRESENTATIONS

REGULAR AGENDA

2. [23-1633](#) Bridge Square Design and Plans Update.

Attachments: [1 - Bridge Square 60% Plan Set](#)
[2 - Bridge Square Arch Phase I Survey 10-31-2023 - redacted](#)
[3 - Hyperlink to 08-08-2023 City Council Meeting w. Presentation on Bridge Sq.](#)
[4 - 08-08-2023 City Council Presentation on Bridge Sq.](#)
[5 - SHPO Comments 07-14-23](#)
[6 - SHPO Comments 05-06-22](#)

Rachel Baudler Blaseg and Brit Erendler of Damon Farber Landscape Architects presented an update on the 60% complete design of the Bridge Square Improvements.

Baudler Blaseg and Erendler responded to comments and questions from the Commission regarding grass coverage and irrigation, curbing, vehicle and pedestrian sightlines, parking availability and accessibility, public restrooms and portable toilet locations for events, snow removal, the historical appropriateness of the proposed lighting, the geometry of the seating and planters as recommended by the Minnesota State Historic Preservation Office (SHPO), the locations of electrical boxes, the flexibility of the design in consideration of future redevelopment, the angle of Water Street as it passes Bridge Square, usability for bike riders, location and durability of hardscapes, locations of trees, and the protection of current trees.

Christopher Hommerding and Tyler Lund-Kyrola of 106 Group presented an update on their historical and archeological survey of the Bridge Square site as it has been reviewed by SHPO.

Hommerding and Lund-Kyrola responded to comments and questions from the Commission regarding the areas marked in their survey images, the depth of the existing pavement and problems that might pose during excavation and construction, the disposition of any historical artifacts found during excavation, and the elevation of the former grist mill and the depth of archaeological digging in that area.

3. Certificate of Appropriateness for New Construction at 212 Division Street South - the former Archer House site.

Attachments: [1 - HPC Resolution 11302023](#)
[2 - Balcony Facade Renderings](#)
[3 - Hess Roise Report - The Archer Design Analysis 10232023](#)
[4 - Archer House Inventory Form](#)
[5 - Hyperlink to 11-01-2023 HPC Meeting](#)

A motion was made by Commissioner Stangler, seconded by Commissioner Clark, to extend the meeting through the conclusion of business. The motion carried by the following vote:

Yes: 7 - Commissioner Jarman, Commissioner Clark, Commissioner Steed, Commissioner Stangler, Chair Evans, Commissioner Allen and Vice Chair Meehan

City Planner Mikayla Schmidt presented the revised application for Certificate of Appropriateness for New Construction at 212 Division Street South - the former Archer House site. Schmidt responded to comments and questions from the Commission regarding architectural details of the proposed building (including mechanical screens).

Chris Kennelly of Manawa LLC, Bob Loken of ESG Architecture and Design, and Rachel Peterson of Hess Roise presented their updated proposal for the redevelopment of the site. Kennelly and Loken responded to comments and questions from the Commission regarding exterior lighting, the elevations of the interior facades, the brickwork on the southernmost facade, the redesign of the arched windows on the top floor, and the location of windows on the rear side of the building.

Christopher Hommerding of 106 Group responded to comments and questions from the Commission regarding the historical precedent and appropriateness of the proposed balconies and the construction materials proposed for the balconies.

The Commission discussed the details of the resolution before it, including the design and materials of the proposed balconies and modified screen.

A motion was made by Commissioner Clark, seconded by Commissioner Stangler, to approve HPC Resolution #2023-020 as amended to remove section D-VIII of Exhibit B, Findings of Fact, concerning approval of the balconies and screen. The motion carried by the following vote:

Yes: 4 - Commissioner Jarman, Commissioner Clark, Commissioner Stangler and Chair Evans

No: 3 - Commissioner Steed, Commissioner Allen and Vice Chair Meehan

STAFF UPDATES

4. [23-1634](#) Staff Updates.

City Planner Mikayla Schmidt presented updates from City Staff.

BOARD MEMBER AND COMMISSIONER REPORTS

5. [23-1635](#) Commissioner Shadowing Reports and Updates.

Chair Evans reminded the HPC that the next meeting is January 3, 2024.

ADJOURNMENT

Chair Evans adjourned the meeting at 8:43 p.m.