



# City of Northfield

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

## Meeting Minutes - Final Zoning Board of Appeals

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Thursday, November 21, 2024

6:00 PM

Council Chambers

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

*Chair Buckheit called the meeting to order at 6:02pm.*

**Present:** 5 - Julia Menard, Donald Stager, Bill Kuhlmann, William Schroeer and Brian Nowak

**Absent:** 1 - Tracy Heisler

*Also present: Community Development Director Jake Reilly, City Planner Mikayla Schmidt, Associate City Planner Mathias Hughey, Administrative Associate Kari Bonde.*

### APPROVAL OF AGENDA

**A motion was made by Schroeer, seconded by Kuhlmann, to approve the agenda. The motion carried by the following vote:**

**Yes:** 5 - Menard, Stager, Kuhlmann, Schroeer and Nowak

### OPEN PUBLIC COMMENT

*No comments.*

### PUBLIC HEARINGS

1. [BC 24-018](#) Public Hearing for Consideration of a Variance Request from Cardinal Glass at 1500 Industrial Dr.

**Attachments:** [1 - Public Hearing Notice Mailing & Map](#)

*Chair Buckheit opened the Public Hearing at 6:04pm.*

*Associate City Planner Hughey gave a PowerPoint presentation on the variance request from Cardinal Glass. Hughey reviewed the criteria and noted staff is in support of the variance request.*

*No public comment.*

**A motion was made by Kuhlmann, seconded by Menard, to close the public hearing. The motion carried by the following vote:**

**Yes:** 5 - Menard, Stager, Kuhlmann, Schroeer and Nowak

2. [ZBA Res. 2024-001](#) Consideration of Variance Request for Cardinal Glass at 1500 Industrial Dr.

- Attachments:** [1 - Variance Resolution](#)  
[2 - Site Plan Overall](#)  
[3 - Exterior Elevations](#)  
[4 - Full Property Survey](#)  
[5 - Enlarged Partial Survey](#)  
[6 - PW Review Memo](#)

**A motion was made by Kuhlmann, seconded by Menard, to approve the Variance request to encroach 10 feet into the 20-foot front yard setback for Cardinal Glass at 1500 Industrial Dr. The motion carried by the following vote:**

**Yes:** 5 - Menard, Stager, Kuhlmann, Schroeer and Nowak

## **ADJOURNMENT**

**A motion was made by Kuhlmann, seconded by Schroeer, to adjourn the meeting at 6:17pm. The motion carried by the following vote:**

**Yes:** 5 - Menard, Stager, Kuhlmann, Schroeer and Nowak