



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
ci.northfield.mn.us

Meeting Minutes - Draft Zoning Board of Appeals

Thursday, August 18, 2022

6:00 PM

Council Chambers

CALL TO ORDER AND ROLL CALL

Chair Buckheit called the meeting to order at 6:00pm.

Present: 7 - Betsey Buckheit, Tracy Heisler, Bill Kuhlmann, Brian Nowak, Jason Menard, William Schroeer and Davin Sokup

ALSO PRESENT

City Planner Mikayla Schmidt, Assistant City Planner Reeve Needham, Community Development Director Jake Reilly and Administrative Associate Kari Bonde.

APPROVAL OF AGENDA

A motion was made by Heisler, seconded by Nowak, to approve the agenda. The motion carried by the following vote:

Yes: 6 - Buckheit, Heisler, Kuhlmann, Nowak, Menard and Schroeer

Not Present: 1 - Sokup

APPROVAL OF MINUTES

1. [22-542](#) July 21, ZBA Meeting Minutes

Attachments: [07-21-2022 ZBA Meeting Minutes](#)

A motion was made by Schroeer, seconded by Nowak, to approve the July 21, 2022 ZBA Meeting Minutes. The motion carried by the following vote:

Yes: 6 - Buckheit, Heisler, Kuhlmann, Nowak, Menard and Schroeer

Not Present: 1 - Sokup

PUBLIC HEARINGS AND RELATED ACTION

2. [BC 22-025](#) Public Hearing for Consideration of a Variance Application for 410 Union St S.

Attachments: [1 - Public Hearing Notice & Map](#)
[2 - Public Comment](#)

Chair Buckheit opened the Public Hearing at 6:03pm.

Commissioner Sokup arrived at 6:03pm.

Assistant City Planner Reeve Needham introduced the variance for 410 Union St. S. She reviewed the criterion and noted that staff is in support of this variance. There was one public comment that was in support of the variance.

**A motion was made by Nowak, seconded by Heisler, to close the Public Hearing.
The motion carried by the following vote:**

Yes: 7 - Buckheit, Heisler, Kuhlmann, Nowak, Menard, Schroeer and Sokup

3. [ZBA Res. 2022-002](#) Consider Resolution for Variance to Create a Lot Depth of 165 ft. at 410 Union St. S.

Attachments: [1 - ZBA Resolution](#)

**A motion was made by Schroeer, seconded by Kuhlmann, to approve ZBA Resolution 2022-002 - Variance to Create a Lot Depth of 165ft. at 410 Union St. S.
The motion carried by the following vote:**

Yes: 7 - Buckheit, Heisler, Kuhlmann, Nowak, Menard, Schroeer and Sokup

4. [BC 22-026](#) Public Hearing for Consideration of a Code Interpretation of Ch. 34, Table 3.2-10 Transition and Appearance Standards - Adjacent to other Districts.

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

[2 - Code Interpretation Process](#)

Chair Buckheit opened the public hearing at 6:14pm.

City Planner Mikayla Schmidt introduced this Code Interpretation of Ch. 34, Table 3.2-10 Transition and Appearance Standards - Adjacent to other Districts.

Randy Ernest read a letter on behalf of Dr. Mike Strobel regarding the reason he is appealing the Code Interpretation.

A motion was made by Schroeer, seconded by Nowak, to close the Public Hearing. The motion carried by the following vote:

Yes: 7 - Buckheit, Heisler, Kuhlmann, Nowak, Menard, Schroeer and Sokup

5. [BC 22-027](#) Review and Provide a Motion on the Code Interpretation of Ch. 34, Table 3.2-10 Transition and Appearance Standards - Adjacent to other Districts.

Attachments: [1 - 1700 Cannon Rd Location Map](#)

Commission Heisler announced she will abstain from the vote due to her holding shares in Aurora but will participate in discussion.

A motion was made by Schroeer, second by Kuhlmann to approve staff recommendation the Code Interpretation.

A motion was made by Schroeer, to table his motion.

Commissioner Schroeer withdrew his motion to table.

A motion was made by Schroeer, second by Kuhlmann to approve staff recommendation the Code Interpretation. Motion carried by the following vote:

Yes: 6 - Buckheit, Kuhlmann, Nowak, Menard, Schroeer and Sokup
Abstain: 1 - Heisler

A motion was made by Nowak, seconded by Schroeer to bring back this project to the ZBA to better understand why the staff is approving or not approving the design and what the term "architectural metals" means and what the process is for reviewing architectural design in the community. Bring back as an information item if staff approves it. Motion carried by the following vote:

Yes: 6 - Buckheit, Kuhlmann, Nowak, Menard, Schroeer and Sokup
Abstain: 1 - Heisler

REPORTS FROM COMMISSION MEMBERS AND CHAIR

None.

STAFF UPDATES

None.

ADJOURNMENT

A motion was made by Sokup, seconded by Heisler to adjourn the meeting. The motion carried by the following vote:

Yes: 7 - Buckheit, Heisler, Kuhlmann, Nowak, Menard, Schroeer and Sokup