

# City of Northfield

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



## Meeting Agenda

**Wednesday, April 1, 2026**

**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. [26-166](#) March 4, 2026 HPC Meeting Minutes

**Attachments:** [1 - March 4, 2026 HPC Meeting Minutes](#)

### OPEN PUBLIC COMMENT

*Persons may take one opportunity to address the Board/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.*

### BOARD MEMBER AND COMMISSIONER REPORTS

#### 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.*

2. [26-167](#) Presentation from Rebound Real Estate Providing an Update on the Archer Redevelopment Project - 212 Division St. S.
3. [BC 26-002](#) Approval of Subcommittee to Provide Preliminary Review and Feedback on the Archer Redevelopment Project.

**Attachments:** [1 - Hyperlink to Historic Design Guidelines](#)  
[2 - Hyperlink to SOI Standards for New Construction](#)  
[3 - NAPC Publication - New Construction in Historic Districts](#)

4. [26-168](#) Discussion on Balcony Regulations in the Historic-Overlay District for the Zoning Code Update.

- Attachments:**
- [1 - Holland Block Survey File](#)
  - [2 - Jacob Sitze Survey File](#)
  - [3 - Scofield Building Survey File](#)
  - [4 - Ware Auditorium Survey File](#)
  - [5 - Dampier Hotel Image](#)

## STAFF UPDATES

5. [26-169](#) Staff Updates.

- Attachments:**
- [1 - Upcoming Council Agenda Items](#)
  - [2 - 2026 Board and Commission Schedule](#)
  - [3 - Hyperlink to Northfield Construction & Development Projects](#)
  - [4 - Hyperlink to Maryland Department of Planning Webinars](#)
  - [5 - Hyperlink to the Zoning Code Update Website](#)
  - [6 - Hyperlink to the Zoning Code Update Online Questionnaire](#)
  - [7 - Hyperlink to NAPC Forum Conference Information](#)
  - [8 - Homebody Refill Market Sign Drawings](#)

## ADJOURNMENT



Legislation Text

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**File #:** 26-166, **Version:** 1

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**Heritage Preservation Commission Meeting Date:** April 1, 2026

**To:** Members of the Heritage Preservation Commission

**From:** Matt Bailey, Meeting Associate

March 4, 2026 HPC Meeting Minutes

**Action Requested:**

Please review the March 4, 2026 HPC Meeting Minutes and approve or approve with amendments.

**Summary Report:**

N/A

**City Plans & Policies Relevance:**

N/A

**Alternative Options:**

N/A

**Financial Impacts:**

N/A

**Tentative Timelines:**

N/A



# City of Northfield

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801 Washington Street  
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northfieldmn.gov

## Meeting Minutes - Draft Heritage Preservation Commission

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Wednesday, March 4, 2026

6:00 PM

Council Chambers

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

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

- Present:** 5 - Chair Baird Jarman, Commissioner Clifford Clark, Commissioner Sarah Beimers, Commissioner Amy Machacek Shonka and Commissioner Aaron Street
- Absent:** 2 - Commissioner Robert Stangler and Vice Chair Michael Meehan

*Also present: Mathias Hughey, Associate Planner; Matt Bailey, Meeting Associate; Teagan Noetzel, Youth Representative*

### APPROVAL OF AGENDA

A motion was made by Commissioner Street, seconded by Commissioner Machacek Shonka, to amend the agenda to switch the order of agenda items 2 and 3. The motion carried by the following vote:

- Yes:** 4 - Chair Jarman, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

A motion was made by Commissioner Street, seconded by Commissioner Beimers, to approve the agenda as amended to switch the positions of agenda items 2 and 3. The motion carried by the following vote:

- Yes:** 4 - Chair Jarman, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

### APPROVAL OF MINUTES

1. [26-103](#) February 4, 2026 HPC Meeting Minutes

A motion was made by Commissioner Street, seconded by Commissioner Beimers, to approve the February 4, 2026 HPC Meeting Minutes. The motion carried by the following vote:

- Yes:** 4 - Chair Jarman, 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

3. [HPC Res. 2026-003](#) Certificate of Appropriateness for Rear Façade Rehabilitation at 312-314 Division St. S. - the McKay and Tosney Buildings.

*Associate Planner Mathias Hughey submitted the application for a Certificate of Appropriateness for rear façade rehabilitation at 312-314 Division Street South - the McKay and Tosney Buildings. Hughey introduced the applicant, Jessica Peterson White, and Hughey and Peterson White responded to questions and comments from the HPC.*

*Mark Heiman of Northfield provided context on Roberts Rules of Order regarding quorum and recusal on votes.*

**A motion was made by Commissioner Street, seconded by Commissioner Machacek Shonka, to approve the Certificate of Appropriateness for rear façade rehabilitation at 312-314 Division Street South - the McKay and Tosney Buildings. The motion carried by the following vote:**

**Yes:** 4 - Chair Jarman, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

2. [HPC Res. 2026-002](#) Certificate of Appropriateness for Façade Restoration at 408 Division St. S. - The Scriver Building.

*Associate Planner Mathias Hughey submitted the application for a Certificate of Appropriateness for façade restoration at 408 Division Street South - The Scriver Building. Hughey introduced the applicant, Sean Allen, the Executive Director of the Northfield History Center, and Todd Grover, architect at MacDonald & Mack Architects. Hughey, Allen, and Grover responded to questions and comments from the HPC.*

*Commissioner Clark joined the meeting at 6:33 p.m. Youth Representative Noetzel joined the meeting at 6:40 p.m.*

*Commissioner Street recused himself from the vote on the Certificate of Appropriateness as he is on the board of the Northfield History Center.*

**A motion was made by Commissioner Clark, seconded by Commissioner Beimers, to approve the HPC Resolution. The motion carried by the following vote:**

**Yes:** 4 - Chair Jarman, Commissioner Clark, Commissioner Beimers and Commissioner Machacek Shonka

**Recused:** 1 - Commissioner Street

## STAFF UPDATES

4. [26-104](#) Staff Updates.

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

*Commissioner Clark reported on personally sending a comment to the federal government on the construction of the White House ballroom.*

## **ADJOURNMENT**

**Chair Jarman adjourned the meeting at 7:10 p.m.**



Legislation Text

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**File #: 26-167, Version: 1**

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**Heritage Preservation Commission Meeting Date:** April 1, 2026

**To:** Members of the Heritage Preservation Commission

**From:** Mathias Hughey, Associate City Planner

Presentation from Rebound Real Estate Providing an Update on the Archer Redevelopment Project - 212 Division St. S.

**Action Requested:**

The Heritage Preservation Commission (HPC) will receive an update from the developer, Rebound Real Estate, on the Archer redevelopment project located at 212 Division St. S.

**Summary Report:**

The Archer House, a historic hotel and multi-use building, was severely damaged by a fire in 2020. Following the demolition of the building in 2021, the HPC approved a COA for a new building in December of 2023.

In November of 2025, the developer announced that the redevelopment plans were not financially viable at that time. Rebound Real Estate is beginning the development of a new proposal for the site that addresses some of these financial constraints. They would like to engage the HPC early in the process. They will be discussing their proposed timeline and next steps. Visuals and/or renderings are not available at this time.

**City Plans & Policies Relevance:**

The City is committed to the preservation and enhancement of its historic downtown, and the value of this area culturally and economically is underscored in multiple plans and policies.

**Alternative Options:**

NA

**Financial Impacts:**

NA

**Tentative Timelines:**

NA



Legislation Text

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**File #:** BC 26-002, **Version:** 1

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**Heritage Preservation Commission Meeting Date:** April 1, 2026

**To:** Members of the Heritage Preservation Commission

**From:** Mathias Hughey, Associate City Planner

Approval of Subcommittee to Provide Preliminary Review and Feedback on the Archer Redevelopment Project.

**Action Requested:**

The Heritage Preservation Commissions (HPC) will discuss and approve the nomination of a subcommittee to provide feedback and guidance regarding the Archer redevelopment project prior to official Certificate of Appropriateness (COA) application.

**Summary Report:**

The owner of the former Archer House site is seeking to redevelop the site. In an effort to improve project outcomes and streamline the approval process, staff is proposing that the HPC form a subcommittee of three HPC members to review proposal(s) from the developer and provide guidance and feedback on consistency with the Downtown Historic District Guidelines (Guidelines), and the Secretary of the Interior's (SOI) Standards. As part of nominations, staff recommend a "Chair" of the subcommittee be recognized by the HPC as well.

Staff are also planning to retain a historic design consultant to help facilitate and bolster the application of the design guidelines to the proposed project. If approved, the subcommittee will work with staff and the consultant to develop clear, actionable feedback based on the guiding documents for the development team.

Staff anticipate that participation in the subcommittee will require additional time commitment from the subcommittee members. This will likely include review of proposed plans and the guiding documents, plus 2-3 in-person or virtual meetings of approximately 1-hour each.

The role of the subcommittee would be exclusively to aid the developer in interpreting and applying the Guidelines and SOI standards by responding to the proposal from the developer. Direction from the subcommittee would not constitute approval of a COA, or be an endorsement of any proposal or design. Approval of a COA would still require majority approval from the HPC.

**City Plans & Policies Relevance:**

The City is committed to the preservation and enhancement of its historic downtown and multiple plans reaffirm the cultural and economic value of historic preservation. The City is also committed to developing its commercial tax base and leveraging assets including the Cannon River. This project presents an opportunity to advance multiple goals from the Comprehensive and Strategic Plans.

**Alternative Options:**

The HPC may choose not to appoint a subcommittee. In this case, the applicant may present preliminary designs to the entire HPC for feedback prior to submission of a final COA application. This may increase the time spent on regular meetings, and potentially delay project approval.

**Financial Impacts:**

NA

**Tentative Timelines:**

NA

*Eleanor Gorski, ALA, is an assistant commissioner in the City of Chicago Department of Housing and Economic Development, until recently with the department's Historic Preservation Division which staffs the Commission on Chicago Landmarks. She received the 2003 Rome Prize in Historic Preservation to study planning and design in historic preservation. Ellen Beasley's earlier 1986 National Trust publication on this topic served as the starting point for the current 2009 National Trust publication.*

# Regulating New Construction in Historic Districts: Contemporary Design

by Eleanor Gorski

Few building projects evoke more opinions, public meetings, and discussion than new construction projects in historic districts. As preservation goals have become more mainstream and as the number of local historic districts has grown, so has the number of new construction projects proposed and reviewed by local communities and preservation commissions. Every request for new construction in a historic district is site specific, and what was successful in one location can be a disaster in another. The challenge for preservation commissions is knowing how to make the judgments that will preserve the distinguishing characteristics of the district while allowing expressions of change and adaptation.

Most preservation standards and guidelines dictate that new construction in a historic district should be of the highest quality possible and respond appropriately to its context. These can be fairly subjective goals. Each can be accomplished through the design review process as established by the preservation commission. However, community sentiment and a preference for a particular architectural style can complicate or even negate agreed upon standards and guidelines.

Anytime new construction is proposed for a historic district, questions begin to arise concerning what is “good” and “appropriate” design. Some critics say that the review process itself inhibits creativity or forward thinking design in a project. Assuming that design review is simply a “check” to ensure that new construction reflects the basic character-defining features of a district, then this should not be the case. This check can work both ways—by not dictating or restricting styles, both “good” and “bad” designs may be built, depending on your viewpoint. A contemporary design and a traditional design may both be built in the same district, since both meet the same basic guidelines.

But how can good contemporary design regardless of style be encouraged? Contemporary design (design of its place and time) may meet historic guidelines, but is this what everyone wants? To answer these questions, the *Secretary of the Interior's*

*Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* offers some guidance for new construction in historic districts. Most preservation commissions throughout the county use these standards to some degree, and they are seen as the basis for design review in many historic districts.

Standard 9 states: “New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. New work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion and massing to protect the integrity of the property and its environment.”

This Standard notes three important review considerations for new infill construction: characteristics of the property, differentiation of new work from old, and compatibility with existing fabric in terms of materials, features, size, scale, and proportions and massing. But there is no mention of design or style, which leads to open interpretation for any design that meets the broad criteria listed above.

The effectiveness of the Standards in guiding “good” new construction is frequently debated, for their language is open to much interpretation. In this sense, it is important to note that the Standards are to be one of many guides to assist local commissions in design review and are meant to be interpreted based upon the locality and the particulars of each project. Only Standard 9 is devoted to what has become one of the most challenging demands on local commissions and review boards.

The design of new construction in response to these review considerations depends on the following variables: the skill of the architect, the skill and architectural knowledge of the commission staff and commission members, zoning and code requirements, local politics, and the involvement and temperament of the community. Almost none of these variables can be controlled—but they may be shaped for the best possible outcome, depending on the circumstances and the historic district.

The proposed new construction does not have to replicate the existing style of the surrounding architecture, but it should be compatible. The proposed project should be evaluated for its compatibility with the surrounding historic district based on a number of criteria, and how such criteria are applied depends on the type of project and its location. The criteria should include: (1) site placement; (2) height, massing, proportion, and scale; (3) materials; (4) development patterns; and (5) architectural characteristics, such as ornamentation and fenestration.

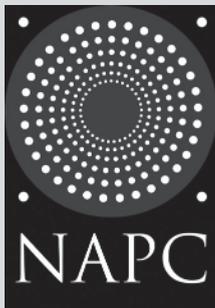
Furthermore, Standard 9 states that a new design should be “differentiated from the old.” This is sometimes taken to an extreme, when applicants propose a contemporary design that would distinctly stand apart from the existing buildings in the district, drawing attention to itself instead of working as part of the ensemble of buildings. In a district with a long period of significance and many different building styles, it is easier to make an argument for such a distinctive contemporary design. In a district with more consistent building styles and with very little new construction, this becomes more difficult. The degree to which such a building would stand out and not be compatible can be measured somewhat but is also subjective.

Still, designs reflecting current styles and tastes should use siting, massing, proportion, and materials to achieve compatibility with the surrounding district, and it should be communicated clearly with the public what is required to make a contemporary design also a compatible one. As with any design, it is important not to “water down” the concept so that it turns into a mediocre ghost of the initial proposal. The goal should be to allow the applicant’s vision to come through so that he or she is satisfied with the process while aligning the design with the guidelines and standards.

Personal biases are hard to get away from in any situation, and this is certainly true in the often perceived-to-be subjective exercise of design review. Commission members may shun contemporary or other styles, or too heartily embrace them. The best way to avoid these biases, whether at a staff, commission or community level, is to have a varied group of reviewers with different expertise and interests comment on a project. Most commission ordinances require that the membership include a mix of professions for this very purpose, and this mix may help provide objectivity in the decision-making process. And community groups by their very nature often have a variety of differing viewpoints. The commission staff managing a challenging project should also confer with the other staff or commission members on critical decision points or precedent issues, to confirm that his or her recommendations are in line with the standards and guidelines.

But what happens when an entire commission has a bias against contemporary styles of design? Education is the key in this circumstance. Workshops to discuss the standards and guidelines should be held regularly to help commissioners understand how to evaluate contemporary design. Good examples of new construction produced in different cities and districts can show what is possible and acceptable. And there are different types of contemporary design, just as there are variations in styles from any era. It may simply be a reaction to the unfamiliar, rather than a real bias. Design training also helps commission staff to be more knowledgeable when working with applicants who are willing to move beyond traditional and replicative design. Applicants, in turn, will know that their designs will be given a fair review. It is hard to encourage good contemporary design if the commission is uncomfortable with it. ■

*This article is excerpted and reprinted with the permission of the National Trust for Historic Preservation, 1785 Massachusetts Avenue, NW, Washington, DC 20036, 202.588.6296, [www.PreservationNation.org](http://www.PreservationNation.org). The full publication, “Regulating New Construction in Historic Districts” (2009), is available from [www.preservationbooks.org](http://www.preservationbooks.org), price \$10, Item No. 2B28.*



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Legislation Text

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**File #: 26-168, Version: 1**

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**Heritage Preservation Commission Meeting Date:** April 1, 2026

**To:** Members of the Heritage Preservation Commission

**From:** Mathias Hughey, Associate City Planner

Discussion on Balcony Regulations in the Historic-Overlay District for the Zoning Code Update.

**Action Requested:**

The HPC will review, discuss, and provide feedback to staff on the preferred direction for regulation of balconies in the Historic Overlay District and other locally designated Heritage Preservation Sites.

**Summary Report:**

The City has started the process of updating its Zoning Code and Subdivision Regulations (currently the Land Development Code - LDC). As a key stakeholder in the future of Northfield's Historic District, the HPC is asked to provide clear direction on several topics of concern to the district. At prior HPC meetings these topics were identified as balconies, murals (or other public art), the Certificate of Appropriateness (COA) process including the application form, solar panels (and potentially other sustainability treatments), and demolition of undesignated properties.

The COA approval criteria include consistency with the Downtown Preservation Guidelines and the Secretary of the Interior's Standards. The guidance of these two documents leaves room for interpretation, especially with new construction. This allows room for local discretion and priority-setting when applying the standards.

The LDC regulates balconies as projections, addressed in Table 3.1-1: Allowed Projections and Encroachments. Balconies here are allowed to encroach into a required setback when they are roofed, but unenclosed, or when they are uncovered and unenclosed. In both cases, the maximum encroachment allowed is 5 feet.

The LDC also establishes a minimum and maximum setback for front and corner side yards of 0 feet in the historic district in Table 3.2-4. Because there is no setback in these instances, balconies that project from the primary façade are essentially prohibited.

Table 3.2-6 Establishes that buildings that front the Cannon River "shall make active use of the frontage through windows, entrances, patios, balconies, terraces, or decks."

Taken together, the LDC prohibits balconies in the Historic District except where they face an alley or other interior-side lot line, or where they face a rear lot-line.

Historically, there appear to have been few balconies on Division St. notably, the Dampier Hotel, which was replaced by The Central Block, featured balconies on its second and third stories. It also appears that the Jacob Sitze Building (300 Division St.) included a balcony prior to 1925 based on historic photographs. The Ware

Auditorium (316 Washington St.) featured a formal balustraded portico on the Washington St. side, and a balcony on the 4<sup>th</sup> St. side.

Also of note are the “fire escapes” historically and currently present on buildings including the Scofield Building (102 E. 5<sup>th</sup> St.), Holland Block (500 Division St.), Central Block (401-405 Division St.), and the Scriver Building (408 Division St.) among others.

The Garlie Building (512 Division St.) had a balcony approved in 2018 that was located behind the façade of the building rather than projecting.

Key considerations for the group:

1. Are projecting balconies appropriate, inappropriate, or conditionally appropriate in the Historic District?
  - a. Are they appropriate on side streets (i.e. not Division St.)?
  - b. Are they only appropriate where historical photographs indicate they were present?
2. Are there situations, designs, locations, or other scenarios where balconies would be appropriate on new construction within the district?
3. Under what conditions, designs, locations, or scenarios would balconies be appropriate on properties adjoining the district.
4. Consider modifications to rear facades, especially those facing the Cannon River.
5. Developers, especially of housing, must consider market factors to determine whether a project is financially feasible, access to outdoor space and fresh air is a desirable amenity for housing.
6. How should rooftop or upper-level courtyards or terraces be addressed? Are there any additional considerations for these amenities?

**City Plans & Policies Relevance:**

The Comprehensive Plan identifies updating the LDC as a key priority for implementing that plan.

**Alternative Options:**

NA

**Financial Impacts:**

NA

**Tentative Timelines:**

NA

**MINNESOTA HISTORY / ARCHITECTURE INVENTORY FORM  
NORTHFIELD COMMERCIAL HISTORIC DISTRICT**

<b>PROPERTY LOCATION</b>	
<b>Property Name:</b> Holland Block	<b>Inventory No.:</b> RC-NFC- 278
<b>Address:</b> 500 Division Street (500-502)	<b>PIN:</b> 2206228001
<b>QTR/QTR/T/R/S:</b> NW NW Section 6 T111N R19W	
<b>USGS Quad:</b> Northfield, Minnesota	<b>Plat Name:</b> Original Town
<b>UTM Z 15</b> 487231E, 4922416N, NAD 83	

<b>PROPERTY INFORMATION</b>	
<b>Construction Date:</b> 1883	<b>Style:</b> Queen Anne
<b>Historic Use:</b> commercial	<b>Current Use:</b> commercial
<b>Property Type:</b> commercial	<b>Historic Context:</b> "Commerce, 1856-1945"
<b>Architect/Builder</b>	<b>Survey Name:</b> Northfield Historic District Survey Revision Project, 2016
<b>Previous NRHP Status:</b> Contributing to Northfield Commercial Historic District	<b>NRHP Recommendation:</b> Contributing to Northfield Commercial Historic District
<b>Form Prepared by:</b> Landscape Research LLC	<b>Survey Date:</b> 3/2016



2016, looking southwest



1976

**Description**

The Holland Block occupies the southwest corner of Division and E. 5th Streets. The flat-roofed building is clad in brown brick. The corbeled brick cornice wraps the east and north elevations and is accented by bands of dogtooth brick. Above the ground-level storefronts, a deep wood cornice wraps the façade around the E. 5th Street corner. It has incised brackets and acanthus trim. The four-bay east façade facing Division Street has paired windows, each united under a segmental brick arch filled with incised detail. Each window has a stone sill and the sash has one-over-one lights. The two ground-level storefronts have recessed entries and large display windows. The cornice and storefronts are recent interpretations of the features that were removed in 1999 by Mainstreet Properties. The north-facing, E. 5th Street elevation has eight upper-story windows including three pairs of windows joined under segmental-arched openings. All windows have stone sills and contain sash with one-over-one lights. A storefront facing E. 5th Street (103 E. 5th) is accessed by metal steps and has a recessed central entry and glazed transoms over display windows. A metal stair leads to the single second-floor entry. The west elevation is coursed limestone rubble, with four historic window openings and an entry. The openings have brick voussoirs and stone sills. There are also two modern windows.

**History**

500-502 Division Street was built by Edward Holland (1841-?), a cattle dealer, and was originally used as a furniture store. The ground level space was apparently divided for several businesses. In 1889, J. R. Sumner & Co. furniture store was the occupant. Beginning in 1899, the Minneapolis Brewing Company

**MINNESOTA HISTORY / ARCHITECTURE INVENTORY FORM  
NORTHFIELD COMMERCIAL HISTORIC DISTRICT**

was also the occupant. Holland started a wholesale meat market in the building. Various organizations were on the second floor, including the “Viking Literary Society” 1900. The IOOF was also an upstairs tenant. The W. H. King Feed store was in the south half in 1907. King moved to the Silk Building (514 Division Street) in 1908. In 1909 Lee Furniture had the entire first floor. The J. L. Crandall Store opened in 1915 and Mohn Packaging 1918. “Extensive alterations” were made in 1916. The IOOF purchased the Holland Block in 1922 and divided the first floor into two stores, and also renovated the second floor. First-floor tenants were Jesse Revier’s meat market and the Johnson and Gilligan Bowling Alley. Grocery stores were tenants in the 1920s, including the Consumer’s Wholesale Supply in 1925. This use continued through the 1960s. In 1945 the Western Auto Association Store was a tenant, along with Joyce Christopherson’s grocery. The Big Wheel Auto Supply was the occupant in the 1970s.

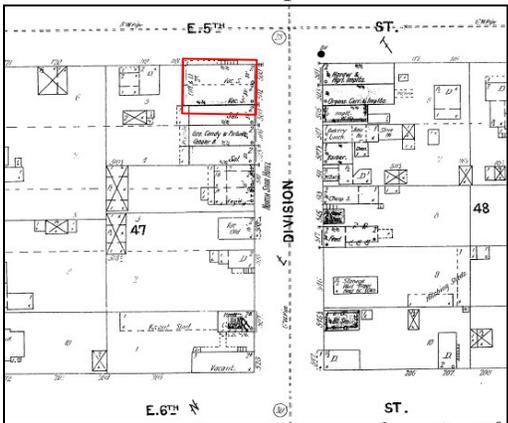
**Significance and Historic Context(s)**

This building is part of the second period of Northfield’s commercial development, from ca. 1880 to 1900, when 29 of the 65 historic district buildings were constructed. It is associated with the Northfield historic context, “Commerce, 1856-1945” (Northfield Preservation Plan, 1992). It remains an important example of a multi-story retail and business block.

**Evaluation**

This property was listed on the NRHP in 1979 as contributing to the Northfield Commercial Historic District. Although it has lost historic features due to storefront remodelings, the building exterior continues to retain enough historic significance and integrity to be contributing.

**Sanborn and USGS Maps**



Sanborn Map and Publishing Co., 1900.



USGS: Northfield 1984.

**Additional Photographs**



500 Block of Division Street, west side, looking north, 1948.



500 Block of Division Street, west side, looking north, 1977.

Historic photographs: Northfield Historical Society

**MINNESOTA HISTORY / ARCHITECTURE INVENTORY FORM**  
**NORTHFIELD COMMERCIAL HISTORIC DISTRICT**  
**Rice County, Minnesota**

<b>PROPERTY LOCATION</b>	
<b>Property Name:</b> Jacob Sitze Building <b>Other:</b> Hulbert's Block	<b>Inventory No.:</b> RC-NFC-297
<b>Address:</b> 300 Division Street, Northfield, MN	<b>PIN:</b> 2231350027
<b>QTR/QTR/T/R/S:</b> SW SW Section 31 T112N R19W	
<b>USGS Quad:</b> Northfield, Minnesota	<b>Plat Name:</b> Original Town <b>Block</b> River Lots <b>Lot 8</b>
<b>UTM Z 15:</b> 487275E, 4922701N <b>NAD 83</b>	

<b>PROPERTY INFORMATION</b>	
<b>Construction Date:</b> 1886	<b>Style:</b> Italianate
<b>Historic Use:</b> Confectionary and plumbing shop	<b>Current Use:</b> commercial
<b>Property Type:</b> commercial	<b>Historic Context:</b> "Commerce, 1856-1945"
<b>Architect/Builder</b>	<b>Survey Name:</b> Northfield Historic District Survey Revision Project, 2016
<b>Previous NRHP Status:</b> Contributing to Northfield Commercial Historic District	<b>NRHP Recommendation:</b> Contributing to Northfield Commercial Historic District
<b>Form Prepared by:</b> C. Zellie Landscape Research LLC	<b>Survey Date:</b> 3/2016



2016, looking west



ca. 1900



ca. 1925

### Description

The Sitze Building is a two-story, flat-roofed commercial building that faces east on Division Street, and the rear fronts the Cannon River and Cannon River Commons. The building has a shallow corbel course lining the roofline. The cornice originally had a central peak, which was removed at some point. It has recently been replicated. "John Sitze" and "1886" has been painted on the peaked cornice and brick panel at the roofline. This treatment replicates that shown in a ca. 1900 photography (Northfield Historical Society). There is a corbel course below, and a decorative dogtooth brick stringcourse. The historic façade, or an interpretation of it, was rehabilitated in 2002 for the Scandinavian Marketplace by Steve and Jenny Green (City of Northfield Building Permit Records). The remodeling from the 1950s with glass block, aluminum-framed windows, and brick infill under the modern display window now has painted brick and a full-width storefront system of large windows and double-leaf wood doors. A glass transom surmounts the system above a signband.

### History

This building has had many combinations of ground-floor retail and second-floor office or apartment use. It originally housed the Jacob Sitze plumbing shop in the basement, and Eliza Sitze's candy shop on the first floor. Sitze (ca. 1855-1920), a native of Ohio, was born to German parents (U.S. Census). His son, John Sitze (1881-?), was also a plumber. It subsequently housed the confectionary of L. Hauck, Mrs. J. L. Johnson, a dressmaker, and the poultry business of G. H. Ordway. The N. Freiburg Drug Store (early

Historic photographs: Northfield Historical Society

**MINNESOTA HISTORY / ARCHITECTURE INVENTORY FORM**  
**NORTHFIELD COMMERCIAL HISTORIC DISTRICT**  
**Rice County, Minnesota**

1900s), Mathewson's Dry Cleaning Pantoreum (1910), a jewelry and watch repair shop (1911), Mabon Land Company (ca. 1912-18), Bon Marche's Laundry (1919-56), and Harmon's Photography (1956-ca. 2011) were subsequent tenants or owners. Mabon's (ca. 1913) apparently enlarged the second floor at the rear. Harmon's appears to have introduced a modern storefront. These changes were removed when the building was renovated by Steven and Jenny Green for the Scandinavian Marketplace in 2011 (Northfield News 11/20/11).

**Significance and Historic Context(s)**

This building is associated with the second period of Northfield's commercial development, from ca. 1880 to 1900, when 29 of the 65 historic district buildings were constructed. It is associated with the Northfield historic context, "Commerce, 1856-1945" (Northfield Preservation Plan, 1992).

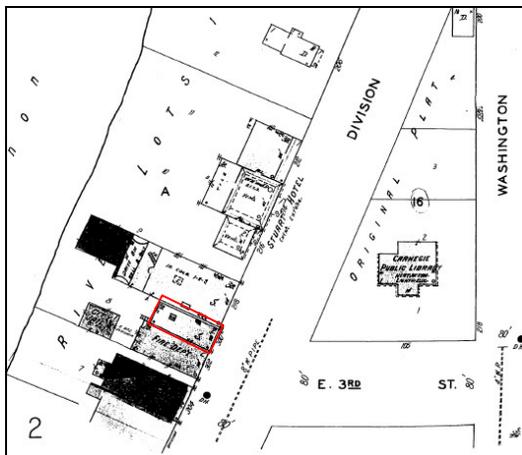
**Evaluation**

This property was listed on the NRHP in 1979 as contributing to the Northfield Commercial Historic District. It continues to retain historic significance and good integrity and remains contributing to the district.

**References**

- "Northfield Historic District," National Register of Historic Places Nomination, 1979.
- Edwins, Steve, ed. *Northfield Downtown Guidebook*. Northfield Heritage Preservation Commission, 1982, 30.
- Northfield News. *All About Northfield, Minn: Directory of Name and Business Firms, Information in Regard to the City*. Northfield: Northfield News, 1889.
- Northfield Historical Society. Photograph and research files. Northfield, Minnesota.
- Sanborn Map & Publishing Company, New York. Northfield plates, 1886-1943.
- Zellie, Carole. "Northfield Heritage Preservation Plan." Prepared for the Northfield Heritage Preservation Commission, Northfield, Minn. by Landscape Research, 1992.

**Sanborn and USGS Maps**



Sanborn Map and Publishing Co., 1930, updated to 1943.



USGS: Northfield 1984.

**MINNESOTA HISTORY / ARCHITECTURE INVENTORY FORM  
NORTHFIELD COMMERCIAL HISTORIC DISTRICT  
Rice County, Minnesota**

<b>PROPERTY LOCATION</b>	
<b>Property Name:</b> Scofield Building	<b>Inventory No.:</b> RC-NFC- 284
<b>Address:</b> 102 E. 5th Street, Northfield, MN	<b>PIN:</b> 2206225086
<b>QTR/QTR/T/R/S:</b> NW NW Section 6 T111N R19W	
<b>USGS Quad:</b> Northfield, Minnesota	<b>Plat:</b> Original Town <b>Block 48 Lot 6</b>
<b>UTM Z 15</b> 487281E 4922421N NAD 83	

<b>PROPERTY INFORMATION</b>	
<b>Construction Date:</b> 1868	<b>Style:</b> Italianate
<b>Historic Use:</b> commercial	<b>Current Use:</b> commercial
<b>Property Type:</b> commercial	<b>Historic Context:</b> "Commerce, 1856-1945"
<b>Architect/Builder</b>	<b>Survey Name:</b> Northfield Historic District Survey Revision Project, 2016
<b>Previous NRHP Status:</b> Contributing to Northfield Commercial Historic District	<b>NRHP Recommendation:</b> Contributing to Northfield Commercial Historic District
<b>Form Prepared by:</b> Landscape Research LLC	<b>Survey Date:</b> 3/2016



2016, looking southeast



ca. 1978

**Description**

The two-story, flat-roofed Scofield Building occupies the southeast corner of Division and E. 5th Streets. The south wall exposes a small portion of the original limestone rubble party wall. The canted corner bay has one window, the elevation facing Division has three, and the E. 5th Street elevation has eight windows.

The flat-roofed building has a bracketed sheet metal cornice with a prominent pediment and name plaque accenting the corner bay; "1878" and "STORE" are displayed in raised letters. Volutes frame the plaque. At the ground level, a shallow cornice shelters the entry, which is framed by a pair of cast-iron columns with Corinthian columns. The display windows flank the door. The west facing elevation is clad in cream brick. The windows are set in segmental-arched openings with prominent red brick voussoirs and corbel stops. Each window has a stone still that surmounts a decorative brick panel. The sash has one-over-one lights. The entire north elevation is parged with stucco and the windows have painted sills. A steel stair system accesses two upper story entries.

**History**

The Scofield Building occupies the site of the city's first hotel, the Jenkins Tavern (1856). Originally constructed of limestone like the Bjoraker Building at 422-24 Division, the building housed the drugstore

Historic photographs: Northfield Historical Society

**MINNESOTA HISTORY / ARCHITECTURE INVENTORY FORM**  
**NORTHFIELD COMMERCIAL HISTORIC DISTRICT**  
**Rice County, Minnesota**

of its builder, Dr. John L. Scofield, with a print shop above. An 1878 fire destroyed most of the building, and it was rebuilt in brick with cast iron columns and a sheet metal cornice. Following occupancy by a variety of uses including variety and shoe store and an upper-level rooming house, it was occupied by the Corner Bar in 1942. The business, now J. Grundy's Rueb 'N' Stein, expanded into the Kelly Building (1907) in 1969, and into the Henderson Building (1890) in 1988. John L. Scofield (1811-1892) was a native of Connecticut. He arrived in Northfield in 1856 and served as the town's only physician for a number of years. He was in the Minnesota State Legislature 1877-78 and was a founding trustee of Carleton College (Neill 1881:433).

**Significance and Evaluation**

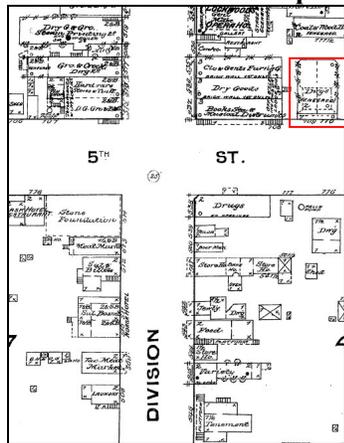
This building is associated with the earliest period of Northfield's commercial development, ca. 1856-1880, and with John L. Scofield, a prominent early physician. It is associated with the Northfield historic context, "Commerce, 1856-1945" (Northfield Preservation Plan, 1992).

This property was listed on the NRHP in 1979 as contributing to the Northfield Commercial Historic District. The building exterior continues to retain historic significance and good integrity and is contributing to the district.

**References**

- "Northfield Historic District," National Register of Historic Places Nomination, 1979.
- Edwins, Steve, ed. *Northfield Downtown Guidebook*. Northfield Heritage Preservation Commission, 1982.
- Northfield News. *All About Northfield, Minn: Directory of Name and Business Firms, Information in Regard to the City*. Northfield: Northfield News, 1889.
- Neill, Edward D. *History of Rice County*. Minneapolis, 1881.
- Northfield Historical Society. Photograph and research files. Northfield, Minnesota.
- Sanborn Map & Publishing Company, New York. Northfield plates, 1886-1943.
- Zellie, Carole. "Northfield Heritage Preservation Plan." Prepared for the Northfield Heritage Preservation Commission, Northfield, Minn. by Landscape Research, 1992.

**Sanborn and USGS Maps**



Sanborn Map and Publishing Co., 1884.



USGS: Northfield 1984.

**MINNESOTA HISTORY / ARCHITECTURE INVENTORY FORM**  
**NORTHFIELD COMMERCIAL HISTORIC DISTRICT**  
**Rice County, Minnesota**

PROPERTY LOCATION	
<b>Property Name:</b> Ware Auditorium <b>Other:</b> Grand Theatre	<b>Inventory No.:</b> RC-NFC- 290
<b>Address:</b> 316 Washington Street, Northfield, MN	<b>PIN:</b> 2206225014 Northfield, MN
<b>QTR/QTR/T/R/S:</b> NW NW Section 6 T111N R19W	<b>Plat Name:</b> Original Town <b>Block:</b> 23 <b>Lot:</b> 1
<b>USGS Quad:</b> Northfield, Minnesota	
<b>UTM Z 15</b> 487354E, 4922583N NAD 83	

PROPERTY INFORMATION	
<b>Construction Date:</b> 1899	<b>Style:</b> Georgian Revival
<b>Historic Use:</b> Auditorium and theatre	<b>Current Use:</b> commercial
<b>Property Type:</b> commercial	<b>Historic Context:</b> “Commerce, 1856-1945”
<b>Architect/Builder</b> Harry Carter, architect (Bertrand and Chamberlain, Minneapolis); A.W. Kuehl, Faribault, contractor	<b>Survey Name:</b> Northfield Historic District Survey Revision Project, 2016
<b>Previous NRHP Status:</b> Contributing to Northfield Commercial Historic District	<b>NRHP Recommendation:</b> Contributing to Northfield Commercial Historic District
<b>Form Prepared by:</b> C. Zellie Landscape Research LLC	<b>Survey Date:</b> 3/2016



2016, looking west



ca. 1910

### Description

The three-story Ware Auditorium faces east at the northwest corner of Washington and E. 4th Streets, one block west of Division Street. It fronts a primarily residential area. The exterior is painted brick red. The cornice and pediment have been removed, leaving a streamlined roofline. The principal elevations re divided into bays with shallow brick pilasters and horizontal brick beltcourses are placed below the parapet and the second story. Rusticated piers articulate each Washington Street corner. The slightly projecting central pavilion retains the arched window filled with a multi-paned lunette. It surmounts a modern three-part window. The rectangular windows in the upper story flanking bays have one-over-one modern sash. Other primary windows have similar sash. The original central portico has been removed, revealing double leaf entry doors and a modern glazed transom. The southeast corner bay has a restored storefront but the northeast corner bay has infilled windows. The Grand Theatre sign is intact above the E. 4th Street entrance.

### History

A. K. Ware completed this building in 1899. Described as a newcomer to the city, Ware was Northfield Mayor 1902-1905. The Ware Auditorium offered 650-seat capacity for opera and theatre and a restaurant at the basement level. The building was remodeled in 1900 (after a fire) and talking pictures were offered

**MINNESOTA HISTORY / ARCHITECTURE INVENTORY FORM**  
**NORTHFIELD COMMERCIAL HISTORIC DISTRICT**  
**Rice County, Minnesota**

in 1904. Its owner offered it for sale 1911. A local business group, Ware Auditorium Company, purchased it in 1912. Between 1912 and 1917 live and filmed productions were offered, and it was renamed the Grand Theatre in 1917. The manager, Everett Dilley, became the owner after World War I. A 1927 remodeling following another fire included relocation of the entrance to face E. 4th Street. The remodeling eliminated much of the Federal Revival façade and blocked in many of the windows. Dilley sold it to the Minnesota Amusement Company in 1927, buying it back in 1933 and then selling it to S. Heller. Vitaphone and Moviephone equipment were installed in 1929. Heller completed extensive remodeling, including removal of the cornice and infilling some windows with brick. More ownership changes followed. A wide screen was installed in 1947. By the late 1970s it was owned by the Salsbury Theater Company. The last movie was shown in 1985.

**Significance and Evaluation**

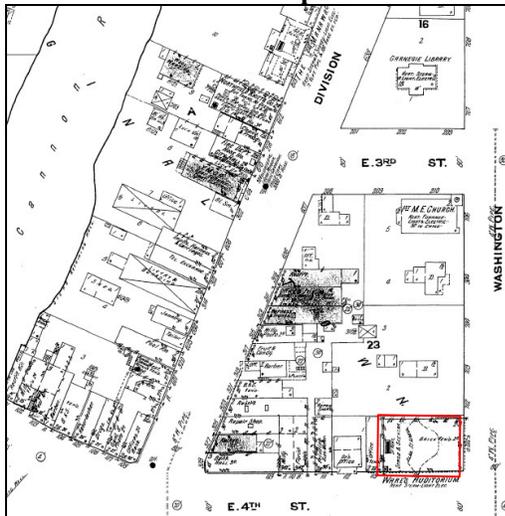
This building is primarily associated with the second period of Northfield’s community development, from ca. 1900 to 1945, when the city’s downtown achieved much of its present form. The building is associated with the Northfield historic context, “Commerce, 1857-1945” (Northfield Preservation Plan, 1992).

This property was listed on the NRHP in 1979 as contributing to the Northfield Commercial Historic District. Despite its past alterations it retains historic significance and integrity and remains contributing to the district.

**References**

- Edwins, Steve, ed. *Northfield Downtown Guidebook*. Northfield Heritage Preservation Comm., 1982.
- “Northfield Historic District,” National Register of Historic Places Nomination, 1979.
- Northfield Historical Society. Photograph and research files. Northfield, Minnesota.
- “Ware Auditorium/Grand Theatre” accessed at <http://cinematreasures.org/theaters/31219>.
- Zellie, Carole. “Northfield Heritage Preservation Plan.” Prepared for the Northfield Heritage Preservation Commission, Northfield, Minn. by Landscape Research, 1992.

**Sanborn and USGS Map**



Sanborn Map and Publishing Co., 1910.



USGS: Northfield 1984

Division Street, looking down toward  
 5th Street, ca. 1886. The Central Block  
 has not yet replaced the three-story  
 Empier Hotel at the southeast corner  
 of E. Fourth and Division, and small  
 storefront stores still line the 500 block.



Division Street, looking south toward E. Fifth Street,  
 ca. 1940.

Right: Bridge Square facades, 1997. Today, the one-  
 to three-story commercial buildings of the Division  
 Street area are incorporated into the Northfield  
 Downtown Historic District. The 65 buildings in the  
 Historic District date from 1857 to the 1970s, with  
 47 constructed before 1900. One, the Northfield  
 Lyceum (1857) dates from the 1850s, two from the  
 1860s, fourteen from the 1870s, fourteen from the  
 1880s, and fifteen from the 1890s. Red brick and  
 buff-colored limestone are the dominant materials,  
 and there are a great variety of architectural styles  
 and decorative treatments.





Legislation Text

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**File #: 26-169, Version: 1**

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**Heritage Preservation Commission Meeting Date:** April 1, 2026

**To:** Members of the Heritage Preservation Commission

**From:** Mathias Hughey, Associate City Planner

Staff Updates.

**Action Requested:**

Staff provide updates to the Heritage Preservation Commission.

**Summary Report:**

City Council & Board/Commission Updates

- The upcoming agenda items list is attached for reference.
- A reminder that board/commission terms now run through the month of April.
- The meeting schedule for the year is attached.

Zoning Code Update & Redesign

- Houseal Lavigne (HL) and city staff kicked off the zoning code update and redesign last week! March 10<sup>th</sup> included a tour of the city for HL by staff and the Zoning Technical Advisory Committee (ZTAC) and Zoning Policy Advisory Committee (ZPAC) meetings. March 11<sup>th</sup> included a city staff kick-off meeting, meeting with focus groups and the open house. Next steps include HL summarizing all the data collected and working on preliminary recommendations.
- Zoning Code Update website is attached! Updates will be posted throughout the project.
- Please fill out the Online Questionnaire on the Zoning Code Update website as well!

Planning Applications & Related Updates

- See the hyperlink in the attachments for the City's Development Map.
- Archer site redevelopment: HPC has received an update from the developer on the latest for this project.
- Staff continue to work with Post Consumer Brands on the Ames Mill Dam. The main discussion includes timeline of transferring ownership of the dam. The dam is part of our Downtown Historic District, so a certificate of appropriateness and Section 106 review will be required.

Minor COA Updates

- Staff approved a sign permit for Homebody Refill Market, which is relocating to the Nutting Block (220 Division St. S).

Training Opportunities

- The Maryland Department of Planning has free webinars on a variety of topics. Please see the link in the attachments to view and/or subscribe.
- The National Alliance for Preservation Commissions (NAPC) has webinars related to historic

preservation. The city is a member and can share webinar links if there is interest.

- The NAPC is hosting their bi-annual forum in Minneapolis! Forum 2026 will be July 22-26. The city is an NAPC member and can review adding commissioners who may wish to attend who are interested. Please let Mathias know. We are waiting to hear from SHPO what, if any, scholarships will be available to attend.

**Alternative Options:**

N/A

**Financial Impacts:**

N/A

**Tentative Timeline:**

N/A



# City of Northfield

## Upcoming Agenda Items

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

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### City Council

#### Tuesday, April 7, 2026

- TMP 25-900** Consider Approval of Mayoral Board and Commission Appointments.  
**Drafter:** Hoffman  
**Notes:** consent
- TMP 26-096** Consider Project Partnership Agreement with Army Corps of Engineers for Northwest Water Tower Grant.  
**Drafter:** Wagner  
**Notes:** consent
- TMP 26-245** Preliminary Design Update - Phase II of the Northfield Skateboard Park Project.  
**Drafter:** Bennett  
**Notes:** Regular #2 (20 min.)
- TMP 26-253** Consider Approving Disbursements totaling \$  
**Drafter:** Grant  
**Notes:** consent
- TMP 26-256** Approve miscellaneous/concessions license for Northfield Youth Baseball Association at Sechler Park.  
**Drafter:** Peterson  
**Notes:** Consent
- TMP 26-276** Consider Approval of a Temporary Liquor License for Imminent Brewing, LLC dba Imminent Brewing for May 16, 2026 at the Heywood Ride.  
**Drafter:** Peterson  
**Notes:** Consent
- TMP 26-285** Consideration of Summary Publication of Ordinance No. 1091 a Zoning Map Amendment for 304 2nd St. W. from R1-B: Residential to C1-B: Downtown Commercial.  
**Drafter:** John

**Notes:** Consent

**TMP 26-293**

Consider a motion approving the lower-potency hemp edible retailer application for City of Northfield dba Northfield Liquor Store, 116 5th Street West.

**Drafter:** Peterson

**Notes:** Consent

**TMP 26-279**

Consider Resolution Proclaiming April 25, 2026 as Earth Day in Northfield.

**Drafter:** Pabich

**Notes:** Consent

**TMP 26-261**

Consider Resolution Approving Local Housing Trust Fund Policy Adoption

**Drafter:** hanson

**Notes:** consent

**TMP 26-170**

Consider Accepting Bids and Awarding Contract - 2026 Park Improvements Project (PARK2025-E18).

**Drafter:** Tussing

**Notes:** Regular #4 (15 min.)

**TMP 26-223**

Consider Resolution Approving Plans and Specifications and Authorizing Advertisement for Bid for TH 3 Streetlight Replacement Project Phase II.

**Drafter:** Tussing

**Notes:** Consent

**TMP 26-128**

Consider Resolution Approving the Transfer of Funds from the Housing and Redevelopment Authority to the Housing Trust Fund Related to Meet Matching Requirements of the State of Minnesota Local Housing Trust Fund Grant.

**Drafter:** Hanson

**Notes:** consent

**TMP 26-016**

Consider Resolution Authorizing the Purchase of Property at 1400 Jefferson Road for Northfield Hospital & Clinic.

**Drafter:** Martig

**Notes:** Regular #1 (15 min.)

**TMP 25-942**

Consider Resolution to Accept Public Improvements - Kraewood Development.

**Drafter:** Simonson

**Notes:** consent

**TMP 25-846** Consider Resolution approving Contract with the State of Minnesota for the Reconstruction of the Mill Towns State Trail in Sechler Park.

**Drafter:** Bennett

**Notes:** Regular #3 (20 min.)

**Ord. 1092** Consideration of Second Reading of Ordinance 1092 Amending Northfield City Code, Chapter 74-Taxation (Related to Allowing Lodging Tax Administrative Collection Responsibilities to Be Transferred from the City Finance Department to the Minnesota Department of Revenue).

**Drafter:** John

**Notes:** Consent

**TMP 26-134** City Administrator's Update.

**Drafter:** Martig

**Notes:** update

**TMP 25-745** Consider Approval of March 17, 2026 City Council Meeting Minutes.

**Drafter:** Peterson

**Notes:** consent

**Tuesday, April 14, 2026**

**TMP 26-221** Review Northfield Community Resource Center Financial Review and Related Leases.

**Drafter:** Martig

**Notes:** Work Session # 2 (30 min.)

**TMP 26-222** Review and Discussion of 5-Year Financial Plan Working Draft Document.

**Drafter:** Martig

**Notes:** Work Session #4 (30 min)

**TMP 26-266** 2026 Absentee Balloting, Primary Election and General Election Update

**Drafter:** Peterson

**Notes:** Work Session #1 (20 min.)

**TMP 26-292** Review 2027-2028 Budget Calendar and Points of Emphasis.

**Drafter:** Martig

**Notes:** Work Session #3 (15 min.)

Tuesday, April 21, 2026

- TMP 25-359** Consider Approval of Mayoral Board and Commission Appointments.  
**Drafter:** Hoffman  
**Notes:** consent
- TMP 25-647** Consider approval of agreement with Post Consumer Brands. for Ames Mill Dam Ownership Transfer to the City of Northfield.  
**Drafter:** Bennett  
**Notes:** Regular #\_\_ (15 min.)
- TMP 25-899** Consider Approval of Mayoral Board/Commission Youth Appointments.  
**Drafter:** Hoffman  
**Notes:** consent
- TMP 26-268** Consideration of a Conditional Use Permit for Carleton College to Make Transportation Facility Improvements within the Perimeter Transition Area North of 1st St. E.  
**Drafter:** Hughey  
**Notes:** Regular #\_\_ (\_\_ min.)
- TMP 25-951** City Administrator's Update.  
**Drafter:** Martig  
**Notes:** update
- 26-116** Consider Approval of MOU with Three Rivers Community Action/Hiawathaland Transit related to Transit Services in Northfield.  
**Drafter:** Bennett  
**Notes:** Consent; moved from 3/3 until after April 15 NTAC mtg
- TMP 26-274** Mayor's Youth Council What I Love About Northfield Poster Contest Winner Presentation.  
**Drafter:** Hoffman  
**Notes:** Presentation #1 (10 min.)
- TMP 26-264** Presentation of Percent for the Arts Annual Report (2025).  
**Drafter:** Draper  
**Notes:** Presentation #2 (10 min.)
- TMP 25-746** Consider Approval of April 7, 2026 City Council Meeting Minutes.

**Drafter:** Peterson

**Notes:** consent

**TMP 25-747** Consider Approval of April 14, 2026 City Council Work Session Minutes.

**Drafter:** Peterson

**Notes:** consent

**Tuesday, May 5, 2026**

**TMP 26-242** Consideration of a Resolution for the approval of the cannabis retail registration application for Black Bear Wellness MN LLC to operate a cannabis retailer business with an adult-use cannabis retailer endorsement at 680 Professional Drive.

**Drafter:** Peterson

**Notes:** consent

**TMP 26-179** Consider Approval of Sale of Property at 1600 Riverview Ln by Northfield Hospital + Clinics.

**Drafter:** Bennett

**Notes:** #1 Immediately Following Public Hearing #1 (5 min.)

**TMP 25-931** Consideration of Second Reading of Ordinance No. \_\_\_\_ Amending Section 2-26 of City Code Relating to 2027 and 2028 Mayor and City Council Compensation.

**Drafter:** Peterson

**Notes:** consent

**TMP 26-003** First Reading of Ordinance to Amend Chapter 34: Land Development Code: Article 5. Subdivision of Land. 5.26 Parks, Trails and Open Space Dedication Related to Park & Trail Dedication Fees.

**Drafter:** Schmidt

**Notes:** Regular #\_\_ (20 min.)

**TMP 25-952** City Administrator's Update.

**Drafter:** Martig

**Notes:** update

**TMP 26-136** City Administrator's Update.

**Drafter:** Martig

**Notes:** update

**TMP 26-177** Public Hearing on Sale of Property in at 1600 Riverview Ln (Northfield Hospital + Clinics)

**Drafter:** Bennett

**Notes:** Public Hearing #1 (5 min.)

**TMP 25-748** Consider Approval of April 21, 2026 City Council Meeting Minutes.

**Drafter:** Peterson

**Notes:** consent

**Tuesday, May 12, 2026**

**TMP 26-259** Discuss Winter Parking Rules and Overnight 2 a.m. to 6 a.m November 15 to March 15 Winter On-Street Parking Ban.

**Drafter:** Bennett

**Notes:** Work Session #1 (\_\_ min.)

**Tuesday, May 19, 2026**

**TMP 26-006** Summary Publication Notice for the Text Amendment to Park Dedication Fees.

**Drafter:** Schmidt

**TMP 26-283** Consider Resolution Receiving Charter Amendment to Section 4.1 of the City Charter and Calling for a Public Hearing on Charter Amendment Proposed to be Adopted by Ordinance.

**Drafter:** Martig

**Notes:** Regular #\_\_ (10 min.); contingent on Charter vote and submission to Council

**TMP 26-005** Second Reading of Ordinance to Amend the Text Related to Park & Trail Dedication Fees.

**Drafter:** Schmidt

**Notes:** Consent

**TMP 25-603** First Reading of Ordinance No. XXXX - Consideration of Establishing a Special Service District

**Drafter:** John

**Notes:** Regular #\_\_ (\_\_ min.)

**TMP 25-896** City Administrator Biannual Update Summary of Grants Report per the City Council Grants Policy.

**Drafter:** Martig

**Notes:** consent

**TMP 25-983** Reports From the Mayor and Council Members.

**Drafter:** Martig

**Notes:** update

**TMP 25-953** City Administrator's Update.

**Drafter:** Martig

**Notes:** update

**TMP 26-190** 2026 First Quarter Financial & Investment Updates

**Drafter:** Angelstad

**Notes:** consent

**TMP 25-749** Consider Approval of May 4, 2026 City Council Closed Meeting Minutes.

**Drafter:** Peterson

**Notes:** consent

**TMP 25-750** Consider Approval of May 5, 2026 City Council Meeting Minutes.

**Drafter:** Peterson

**Notes:** consent

**TMP 25-751** Consider Approval of May 12, 2026 City Council Work Session Minutes.

**Drafter:** Peterson

**Notes:** consent

**Tuesday, June 2, 2026**

**TMP 25-764** Consider Resolution Adopting the Street Reconstruction and Overlay Plan (SROP) and Issuance of Street Reconstruction and Overlay Bonds.

**Drafter:** Simonson

**Notes:** #1 Immediately following Public Hearing #2 (10 min.)

**TMP 26-249** Consider Resolution Providing for the Issuance and Sale of General Obligation Street Reconstruction and Equipment Bonds, Series 2026A in the Proposed Aggregate Principal Amount of \$4,440,000.

**TMP 26-152** Discuss Safe Streets and Roads for All (SS4A) Planning RFP- Scope of Services.

**Drafter:** Bennett

**Notes:** Regular #\_\_ (\_\_ min.)

**TMP 25-954** City Administrator's Update.

**Drafter:** Martig

**Notes:** update

**TMP 26-138** City Administrator's Update.

**Drafter:** Martig

**Notes:** update

**TMP 25-752** Consider Approval of May 19, 2026 City Council Meeting Minutes.

**Drafter:** Peterson

**Notes:** consent

**Tuesday, June 9, 2026**

**TMP 26-290** Discussion on Organized Curbside Compost.

**Drafter:** Bennett

**Notes:** Work Session #1 (\_\_ min.)

**Tuesday, June 16, 2026**

**TMP 26-282** Public Hearing Related to Charter Commission Proposed Ordinance Amending Section 4.1 of the Northfield City Charter.

**Drafter:** Martig

**Notes:** Public Hearing #1 (15 min.)

**TMP 26-280** Consider Ordinance Amending Section 4.1 of the Northfield City Charter (First Reading).

**Drafter:** Martig

**Notes:** Immediately After Public Hearing #1 (5 min.)

**TMP 26-139** City Administrator's Update.

**Drafter:** Martig

**Notes:** update

**TMP 26-151** Consider Approval of Safe Streets and Roads for All (SS4A) Planning Grant with FHWA.

**Drafter:** Bennett

**Notes:** Consent

**TMP 25-955** City Administrator's Update.

**Drafter:** Martig

**Notes:** update

**TMP 25-753** Consider Approval of June 2, 2026 City Council Meeting Minutes.

**Drafter:** Peterson

**Notes:** consent

**TMP 25-754** Consider Approval of June 9, 2026 City Council Work Session Minutes.

**Drafter:** Peterson

**Notes:** consent

Board/Commission	Meeting Date
Heritage Preservation Commission (HPC)	Wednesday, January 7, 2026
Charter Commission	Thursday, January 8, 2026
Housing and Redevelopment Authority (HRA) Work Session	Tuesday, January 13, 2026
Library Board	Wednesday, January 14, 2026
Northfield Area Fire and Rescue Services	Thursday, January 15, 2026
Planning Commission (PC)	Thursday, January 15, 2026
Environmental Quality Commission (EQC)	Wednesday, January 21, 2026
Hospital Board	Thursday, January 22, 2026
Economic Development Authority (EDA)	Monday, January 26, 2026
Heritage Preservation Commission (HPC)	Wednesday, February 4, 2026
Housing and Redevelopment Authority (HRA)	Tuesday, February 17, 2026
Environmental Quality Commission (EQC)	Wednesday, February 18, 2026
Northfield Area Fire and Rescue Services	Thursday, February 19, 2026
Planning Commission (PC)	Thursday, February 19, 2026
Economic Development Authority (EDA)	Monday, February 23, 2026
Human Rights Commission (HRC)	Wednesday, February 25, 2026
Hospital Board	Thursday, February 26, 2026
Heritage Preservation Commission (HPC)	Wednesday, March 4, 2026
Housing and Redevelopment Authority (HRA) Work Session	Tuesday, March 10, 2026
Library Board	Wednesday, March 11, 2026
Charter Commission	Thursday, March 12, 2026
Environmental Quality Commission (EQC)	Wednesday, March 18, 2026
Northfield Area Fire and Rescue Services	Thursday, March 19, 2026
Planning Commission (PC)	Thursday, March 19, 2026
Economic Development Authority (EDA)	Monday, March 23, 2026
Hospital Board	Thursday, March 26, 2026
Heritage Preservation Commission (HPC)	Wednesday, April 1, 2026
Environmental Quality Commission (EQC)	Wednesday, April 15, 2026
Northfield Area Fire and Rescue Services	Thursday, April 16, 2026
Planning Commission (PC)	Thursday, April 16, 2026
Housing and Redevelopment Authority (HRA)	Tuesday, April 21, 2026
Human Rights Commission (HRC)	Wednesday, April 22, 2026
Hospital Board	Thursday, April 23, 2026
Economic Development Authority (EDA)	Monday, April 27, 2026
Heritage Preservation Commission (HPC)	Wednesday, May 6, 2026
Library Board	Wednesday, May 13, 2026
Charter Commission	Thursday, May 14, 2026
Environmental Quality Commission (EQC)	Wednesday, May 20, 2026
Northfield Area Fire and Rescue Services	Thursday, May 21, 2026
Planning Commission (PC)	Thursday, May 21, 2026
Hospital Board	Thursday, May 28, 2026
Heritage Preservation Commission (HPC)	Wednesday, June 3, 2026
Housing and Redevelopment Authority (HRA)	Tuesday, June 16, 2026
Environmental Quality Commission (EQC)	Wednesday, June 17, 2026
Northfield Area Fire and Rescue Services	Thursday, June 18, 2026
Planning Commission (PC)	Thursday, June 18, 2026
Economic Development Authority (EDA)	Monday, June 22, 2026
Human Rights Commission (HRC)	Wednesday, June 24, 2026
Hospital Board	Thursday, June 25, 2026

Board/Commission	Meeting Date
Heritage Preservation Commission (HPC)	Wednesday, July 1, 2026
Library Board	Wednesday, July 8, 2026
Charter Commission	Thursday, July 9, 2026
Environmental Quality Commission (EQC)	Wednesday, July 15, 2026
Northfield Area Fire and Rescue Services	Thursday, July 16, 2026
Planning Commission (PC)	Thursday, July 16, 2026
Hospital Board	Thursday, July 23, 2026
Economic Development Authority (EDA)	Monday, July 27, 2026
Heritage Preservation Commission (HPC)	Wednesday, August 5, 2026
Environmental Quality Commission (EQC)	Wednesday, August 19, 2026
Northfield Area Fire and Rescue Services	Thursday, August 20, 2026
Planning Commission (PC)	Thursday, August 20, 2026
Economic Development Authority (EDA)	Monday, August 24, 2026
Housing and Redevelopment Authority (HRA)	Tuesday, August 25, 2026
Human Rights Commission (HRC)	Wednesday, August 26, 2026
Hospital Board	Thursday, August 27, 2026
Heritage Preservation Commission (HPC)	Wednesday, September 2, 2026
Library Board	Wednesday, September 9, 2026
Charter Commission	Thursday, September 10, 2026
Environmental Quality Commission (EQC)	Wednesday, September 16, 2026
Northfield Area Fire and Rescue Services	Thursday, September 17, 2026
Planning Commission (PC)	Thursday, September 17, 2026
Hospital Board	Thursday, September 24, 2026
Economic Development Authority (EDA)	Monday, September 28, 2026
Heritage Preservation Commission (HPC)	Wednesday, October 7, 2026
Northfield Area Fire and Rescue Services	Thursday, October 15, 2026
Planning Commission (PC)	Thursday, October 15, 2026
Housing and Redevelopment Authority (HRA)	Tuesday, October 20, 2026
Environmental Quality Commission (EQC)	Wednesday, October 21, 2026
Hospital Board	Thursday, October 22, 2026
Economic Development Authority (EDA)	Monday, October 26, 2026
Human Rights Commission (HRC)	Wednesday, October 28, 2026
Heritage Preservation Commission (HPC)	Wednesday, November 4, 2026
Library Board	Monday, November 9, 2026
Charter Commission	Thursday, November 12, 2026
Environmental Quality Commission (EQC)	Wednesday, November 18, 2026
Hospital Board	Thursday, November 19, 2026
Northfield Area Fire and Rescue Services	Thursday, November 19, 2026
Planning Commission (PC)	Thursday, November 19, 2026
Economic Development Authority (EDA)	Monday, November 23, 2026
Heritage Preservation Commission (HPC)	Wednesday, December 2, 2026
Housing and Redevelopment Authority (HRA)	Tuesday, December 8, 2026
Human Rights Commission (HRC)	Monday, December 14, 2026
Environmental Quality Commission (EQC)	Wednesday, December 16, 2026
Hospital Board	Thursday, December 17, 2026
Northfield Area Fire and Rescue Services	Thursday, December 17, 2026
Planning Commission (PC)	Thursday, December 17, 2026

