



City of Northfield

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

Meeting Minutes - Draft Planning Commission

Thursday, August 21, 2025

6:00 PM

Council Chambers

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

Chair Kuhlaman called the meeting to order at 6:04pm.

- Present** 5 - Commissioner Buckheit, Chair Kuhlmann, Commissioner Holleran, Commissioner Schmidt, and Commissioner Holmes
- Absent** 2 - Vice Chair Schroeer, and Commissioner Nowak

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

APPROVAL OF AGENDA

A motion was made by Commissioner Buckheit, seconded by Commissioner Holmes, to approve the agenda. The motion carried by the following vote:

- Yes:** 5 - Commissioner Buckheit, Chair Kuhlmann, Commissioner Holleran, Commissioner Schmidt, and Commissioner Holmes

STAFF UPDATES

1. [25-461](#) Introductions of the 2025 - 2026 Youth on Boards Representatives.

Introduction of commissioners & staff for the new youth member, Abby Pape.

2. [25-462](#) Staff Updates.

Attachments: [1 - Upcoming Council Agenda Items](#)
[2 - Letter of Interest for Zoning Code Update - City of Northfield](#)
[3 - Hyperlink to Northfield Construction & Development Projects](#)
[4 - Hyperlink to Maryland Department of Planning Webinars](#)
[5 - Hyperlink to City Calendar](#)

City Planner Mikayla Schmidt gave staff updates on Archer House, Post and staff are working on Ames Mill Dam, noted training webinars and the Northfield Ice Arena had it's groundbreaking.

BOARD MEMBER AND COMMISSIONER REPORTS

Commissioner Holmes: Council approved St. Olaf parking project, street projects (protected bike lanes on Prairie St. were removed), Community Development Director

Jake Reilly has submitted his resignation and Mikayla Schmidt will be the Interim community Development Director.

OPEN PUBLIC COMMENT

No Public Comments.

3. [25-463](#) Baja3, LLC Annexation Application Withdrawn - No Public Hearing will be Held - ~~Public Hearing on the Annexation Application for PID 0432375001 by Baja3, LLC.~~

No Public Hearing for this item as the application was withdrawn.

REGULAR AGENDA

4. [BC 25-009](#) Preliminary Discussion of an Official Map.

Attachments: [1 - Official Map State Statute](#)
[2 - 2008 Transportation Plan Map](#)
[3 - 2006 Greenway Corridor Plan Map](#)
[4 - 2008 Environmental Resources Map](#)
[5 - 2008 NW Corridor Transportation Study Map](#)

Associate City Planner Mathias Hughey introduced this item noting the official map is intended to allow the city to acquire land in the future for public purposes. Hughey reviewed next steps.

Commissioners in favor of an Official Map but want to look at certain areas that it would benefit the city. Staff will create a high priority list to bring back to the Commission.

5. [25-464](#) “Can Your Zoning Hack It?” - An Exercise to Review Your Zoning Code and It’s Intended Outcomes.

Attachments: [1 - "Can your zoning hack it?" - An Exercise from the National Planning Conf. - Denver 2025](#)

Community Development Director Jake Reilly lead a zoning code exercise for the Commissioners.

ADJOURNMENT

A motion was made by Commissioner Schmidt, seconded by Commissioner Holmes, to adjourn the meeting. The motion carried by the following vote:

Yes: 5 - Commissioner Buckheit, Chair Kuhlmann, Commissioner Holleran, Commissioner Schmidt, and Commissioner Holmes