

# City of Northfield

*City Hall  
801 Washington Street  
Northfield, MN 55057  
[northfieldmn.gov](http://northfieldmn.gov)*



## Meeting Agenda

**Thursday, April 17, 2025**

**6:00 PM**

**Council Chambers**

**Planning Commission**

## 6:00 PM - REGULAR AGENDA

### CALL TO ORDER AND ROLL CALL

### APPROVAL OF AGENDA

### CONSENT AGENDA

*The proposed consent agenda is included on the Council Chamber screens. The purpose of a consent agenda is to allow for routine motions, resolutions, and ordinances, or those previously discussed with consensus made, to be passed with one motion. These are still important and necessary considerations and full background memo and materials are publicly available on the website and a copy on the table in the room. Board/Commission Members may ask questions for clarification of an item. If a Member wants to discuss an item, our rules request it be made by advance notice by noon on the Monday immediately prior to the meeting date to the Chair and Staff Liaison, or without said prior notice, during the approval of the agenda. The agenda was passed earlier including the consent agenda.*

1. [25-222](#) March 10, 2025 PC Special Meeting Minutes.

**Attachments:** [March 10, 2025 PC Meeting Minutes - Special Meeting](#)

2. [25-223](#) March 20, 2025 PC Meeting Minutes

**Attachments:** [03-20-2025 PC Meeting Minutes](#)

3. [PC Res. 2025-001](#) Recommendation of Text Amendments Related to Short Term Rentals, Rental Density Limitations and the Permitted Use Table of Chapter 34 - Land Development Code.

**Attachments:** [1 - PC Resolution Rentals](#)  
[2 - Draft City Council Ordinance](#)  
[3 - Background Presentation](#)

4. [PC Res. 2025-003](#) Review for Compliance to Comprehensive Plan the Housing and Redevelopment Authority's Disposition of Real Property Located at 307 Sumner Street East.

**Attachments:** [1 - PC Resolution](#)

### 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.*

## PUBLIC HEARINGS

*The public will have the opportunity to speak for or against the issue for a maximum of two (2) minutes (not including interpreter's time) per item. The Chair will recognize speaker at podium and conversation will be between the Chair and speaker. Persons must give their name, address, and if representing a business, must give the name of the business or corporation. If an attorney or consultant is representing a client, the client must be identified for the record. Citizens who have material to be handed out shall provide a minimum of 12 copies of the material to City staff. Staff will then pass the information to the appropriate people.*

5.      [25-224](#)                      Public Hearing for Consideration of a Conditional Use Permit for Loon Liquors, LLC to Operate a Microdistillery at 115 5th Street West.

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

6.      [PC Res.](#)                      Consideration of a Conditional Use Permit for Loon Liquors, LLC to Operate  
         [2025-004](#)                      a Microdistillery at 115 5th Street West.

**Attachments:**              [1 - PC Resolution](#)  
   [2 - Loon Liquors Design Development Drawings](#)

7.      [25-225](#)                      Public Hearing for Consideration of Text Amendments to the Permitted Use Table in Chapter 34: Land Development Code.

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

8.      [PC Res.](#)                      Consideration of Text Amendments to the Permitted Use Table in Chapter 34:  
         [2025-005](#)                      Land Development Code.

**Attachments:**              [1 - PC Resolution - Permitted Use Table](#)

## 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.*

9.      [25-226](#)                      Preliminary Review of St. Olaf Conditional Use Permit Application for Parking within the Perimeter Transition Area.

**Attachments:**              [1 - CUP Narrative 2025-04-07](#)  
   [2 - Overall Parking Map](#)  
   [3 - Step 1 - Skoglund Site Plan](#)  
   [4 - Step 2 - Lincoln Site Plan](#)  
   [5 - Step 3 - Utility Street Site Plan](#)  
   [6 - Campus Parking and TDM Memo 2025-04-07](#)  
   [7 - Parking Study Report 2020-06-25 - ORIGINAL](#)

10.     [PC Res. 2025-002](#)                      Resolution Recommending Text Amendments Related to Adult-use Cannabis in Chapter 34 - Land Development Code.

**Attachments:**     [1 - PC Resolution 25-002 Cannabis](#)  
                          [2 - Draft City Council Ordinance Amending Ch. 34 \(LDC\)](#)  
                          [3 - Draft City Council Ordinance Amending Ch. 30 \(Licensing\)](#)  
                          [4 - OCM Applicant Guide 2025](#)  
                          [5 - OCM Licenses and Endorsements chart 2025](#)  
                          [6 - Background Presentation](#)

11.     [BC 25-006](#)                      Comprehensive Plan Draft Review and Recommendation to Council.

**Attachments:**     [1 - Draft Planning Commission Resolution Recommending to Council](#)  
                          [3 - Draft layout of Northfield 2045](#)  
                          [3 - Draft TEXT of NORTHFIELD 2045](#)  
                          [4 - Hyperlink to 2045 Comprehensive Plan webpage](#)  
                          [5 - Hyperlink to City Plans webpage](#)  
                          [6 - SUPPLEMENTAL Memo No. 1](#)

## STAFF UPDATES

12.     [25-227](#)                      Staff Updates.

**Attachments:**     [1 - Upcoming Council Agenda Items](#)  
                          [2 - Hyperlink to Northfield Construction & Development Projects](#)  
                          [3 - PC Work Plan 2025 - 2028](#)  
                          [4 - Hyperlink to Maryland Department of Planning Webinars](#)  
                          [5 - Hyperlink to City Calendar](#)

## BOARD MEMBER AND COMMISSIONER REPORTS

- a) *Commissioner Comments and Reports*
- b) *Staff Updates and Reports*
- c) *Comments from the Chair*

## ADJOURNMENT