



City of Northfield

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

Meeting Minutes - Final Heritage Preservation Commission

Wednesday, November 1, 2023

6:00 PM

Council Chambers

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

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

- Present:** 6 - Commissioner Baird Jarman, Commissioner Clifford Clark, Commissioner Jesse Steed, Barbara Evans, Commissioner Sean Allen and Vice Chair Michael Meehan
- Absent:** 1 - Commissioner Robert Stangler

Also present: Mikayla Schmidt, City Planner; Jake Reilly, Community Development Director; Matt Bailey, Meeting Associate; Anna Forbord, Youth Representative (non-voting); and Cameron McMillan, Youth Representative (non-voting).

APPROVAL OF AGENDA

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

- Yes:** 6 - Commissioner Jarman, Commissioner Clark, Commissioner Steed, Chair Evans, Commissioner Allen and Vice Chair Meehan

APPROVAL OF MINUTES

1. [23-1551](#)

October 12, 2023 HPC Meeting Minutes

Attachments: [1 - October 12, 2023 HPC Meeting Minutes](#)

A motion was made by Commissioner Steed, seconded by Commissioner Clark, to approve the October 12, 2023 HPC Meeting Minutes. The motion carried by the following vote:

- Yes:** 6 - Commissioner Jarman, Commissioner Clark, Commissioner Steed, Chair Evans, Commissioner Allen and Vice Chair Meehan

OPEN PUBLIC COMMENT

Bob Thacker of 505 Ivanhoe Avenue thanked the Commission and the owners, developers, and architects of the Archer House site redevelopment for listening to the public throughout the approval process.

REGULAR AGENDA

2. [HPC Res. 2023-019](#) Certificate of Appropriateness for Windows & Brickmold Repair/Replacement at 416 Division St. S - Lawler Building.

Attachments: [1 - HPC Resolution](#)
[2 - Historic Photos](#)
[3 - Building Inventory Form](#)

City Planner Mikayla Schmidt presented the application for Certificate of Appropriateness for Windows & Brickmold Repair/Replacement at 416 Division Street South - Lawler Building. Further context for the application was provided by the applicant and building owner Tim Hanson. Hanson responded to questions and comments from the Commission.

A motion was made by Vice Chair Meehan, seconded by Commissioner Steed, to approve the Certificate of Appropriateness for Windows & Brickmold Repair/Replacement at 416 Division Street South - Lawler Building. The motion carried by the following vote:

Yes: 6 - Commissioner Jarman, Commissioner Clark, Commissioner Steed, Chair Evans, Commissioner Allen and Vice Chair Meehan

3. [HPC Res. 2023-020](#) Certificate of Appropriateness for New Construction at 212 Division Street South - the former Archer House site.

Attachments: [1 - HPC Resolution](#)
[2 - HPC Resolution w. Condition of Approval for Screen](#)
[3 - Hess Roise Report - The Archer Design Analysis 10232023](#)
[4 - Archer House Renderings \(8-21-2023\)](#)
[5 - Archer House Inventory Form](#)

City Planner Mikayla Schmidt presented the application for a Certificate of Appropriateness for New Construction at 212 Division Street South - the former Archer House site. Chris Kennelly, representing the owners and developers of the site, Manawa LLC, and Bob Loken of ESG Architects provided additional context for the application.

Chair Evans opened the meeting to public comment:

- Alice Thomas of 418 College Street expressed concerns regarding the proposed balconies and metal screens.*
- Michael Johnson of the Northfield Arts Guild at 304 Division Street praised the work of the Commission.*
- Wendell Arneson 12 Fareway Drive expressed concerns regarding the proposed metal screen, mechanical screens, and glass facade.*
- Nathan Hawkins, a student at Carleton College, expressed concerns about the similarity of the arched windows to those of the Nutting Block and about the proposed metal screen.*

Schmidt and Loken responded to questions and comments from the Commission concerning the windows, floor plan, balconies, brick size and color, tiles, awnings, and exterior light fixtures.

A motion was made by Commissioner Allen, seconded by Commissioner Clark, to approve delaying a vote on the Certificate of Appropriateness for New Construction at 212 Division Street South - the former Archer House site until the next HPC meeting. The motion carried by the following vote:

Yes: 5 - Commissioner Clark, Commissioner Steed, Chair Evans, Commissioner Allen and Vice Chair Meehan

Abstained: 1 - Commissioner Jarman

STAFF UPDATES

4. [23-1552](#) Staff Updates.

City Planner Mikayla Schmidt presented updates from City Staff.

BOARD MEMBER AND COMMISSIONER REPORTS

5. [23-1553](#) Commissioner Shadowing Reports and Updates.

Chair Evans and Commissioner Clark posed questions to City Planner Mikayla Schmidt on next steps for the HPC.

ADJOURNMENT

Chair Evans adjourned the meeting at 7:54 p.m.