



# City of Northfield

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

## Meeting Minutes - Draft Planning Commission

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Thursday, May 21, 2026

6:00 PM

Council Chambers

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### 6:00 PM - REGULAR AGENDA

#### CALL TO ORDER AND ROLL CALL

**Present** 6 - Commissioner Nowak, Vice Chair Holleran, Commissioner Schmidt, Chair Kuhlmann, Commissioner Lauer, and Commissioner Menard

**Absent** 1 - Commissioner Buckheit

#### APPROVAL OF AGENDA

**A motion was made by Commissioner Holleran, seconded by Commissioner Schmidt, to approve the agenda. The motion carried by the following vote:**

**Yes:** 6 - Commissioner Nowak, Vice Chair Holleran, Commissioner Schmidt, Chair Kuhlmann, Commissioner Lauer, and Commissioner Menard

1. [BC 26-004](#) Introductions and Election of Planning Commission Officers of Chair and Vice-Chair.

*Commissioners and staff gave introductions of themselves.*

*Commissioner Schmidt nominates Commissioner Kuhlmann for Chair. Chair Kuhlmann accepted.*

*Commissioner Schmidt nominates Commissioner Holleran as Vice-Chair. Commissioner Holleran accepted.*

#### APPROVAL OF MINUTES

2. [26-276](#) April 16, 2026 PC Meeting Minutes

**Attachments:** [1 - 04-16-2026 PC Meeting Minutes](#)

**A motion was made by Commissioner Schmidt, seconded by Commissioner Holleran, to approve the April 16, 2026 PC Meeting Minutes. The motion carried by the following vote:**

**Yes:** 6 - Commissioner Nowak, Vice Chair Holleran, Commissioner Schmidt, Chair Kuhlmann, Commissioner Lauer, and Commissioner Menard

#### PRESENTATIONS

3. [26-277](#) Archer Project Updates Presentation.

**Attachments:** [1 - Archer Project Updates Presentation](#)

*City Planner Mikayla Schmidt gave a presentation on the Archer project. Schmidt reviewed the timeline and showed draft renderings. Schmidt and Community Development*

*Director Scott Wopata answered questions and gave additional information.*

## OPEN PUBLIC COMMENT

*None.*

## BOARD MEMBER AND COMMISSIONER REPORTS

*Councilor Holmes gave updates on City Council.*

## STAFF UPDATES

4. [26-278](#) Annual Board and Commission Onboarding and Refresher.

**Attachments:** [1 - Board and Commission Rules of Business](#)  
[2 - City Council & Board/Commission Member Guide](#)  
[3 - Board and Commission Member Orientation Video](#)  
[4 - Youth on Boards Handout](#)  
[5 - Northfield City Code/Charter](#)  
[6 - 2025-2028 Strategic Plan](#)  
[7 - 2045 Comprehensive Plan](#)

5. [26-279](#) Staff Updates.

**Attachments:** [1 - Upcoming Council Agenda Items](#)  
[2 - Hyperlink to Northfield Construction & Development Projects](#)  
[3 - Hyperlink to Maryland Department of Planning Webinars](#)  
[4 - Hyperlink to the Zoning Code Update Website](#)  
[5 - Hyperlink Ohio Planning Chapter Webcast Series](#)

*City Planner Mikayla Schmidt gave updates on: Houseal Lavigne, park and trail dedication fees and noted Cedar Meadows is moving dirt.*

## ADJOURNMENT

**A motion was made by Commissioner Schmidt, seconded by Commissioner Holleran, to adjourn the meeting at 7:07pm. The motion carried by the following vote:**

- Yes:** 6 - Commissioner Nowak, Vice Chair Holleran, Commissioner Schmidt, Chair Kuhlmann, Commissioner Lauer, and Commissioner Menard