



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
ci.northfield.mn.us

Meeting Minutes - Draft Heritage Preservation Commission

Thursday, July 12, 2018

4:30 PM

Council Chambers

Roll Call

Also Present: Scott Tempel - City Planner, Logan Ledman - Youth Member, Jim Bohnhoff, Victor Summa, Maria Estrada, Barb Neitzel - Recording Secretary

Present: 6 - Jason Menard, Barbara Evans, Dan O'Leary, Alice Thomas, Clifford Clark and Randy Lutz

Absent: 1 - Stephen Mohring

I. Call to Order and Approval of Agenda

A sign permit request for 306 Division Street was added as Item #4.

A motion was made by Board Member Clark, seconded by Board Member Thomas, to approve the July 12, 2018 HPC Agenda as amended. The motion carried by the following vote:

Yes: 5 - Board Member Menard, Board Member Evans, Board Member O'Leary, Board Member Thomas and Board Member Clark

II. Approval of Minutes

1. [18-344](#) May 31, 2018 HPC Minutes

Attachments: [5-31-18 HPC Minutes](#)

A motion was made by Board Member Evans, seconded by Board Member O'Leary, to approve the May 31, 2018 HPC Minutes. The motion carried by the following vote:

Yes: 5 - Board Member Menard, Board Member Evans, Board Member O'Leary, Board Member Thomas and Board Member Clark

III. Unfinished Business

IV. New Business Items

2. [18-345](#) Sign Permit - The GOAT - 413 Division

Attachments: [Revised Sign design](#)

Jim Bohnhoff stated he reworked the sign to make it acceptable by toning down the orange color and using raised serif letters.

A motion was made by Board Member Thomas, seconded by Board Member O'Leary, to approve the revised sign permit at 413 Division Street. The motion

carried by the following vote:

Yes: 5 - Board Member Menard, Board Member Evans, Board Member O'Leary, Board Member Thomas and Board Member Clark

3. [18-346](#) Update on potential changes to downtown sidewalk policies

Attachments: [AntiqueShop - 06.25.18](#)
[Hideaway chairs 400 block of Division](#)

Staff reported on issues related to the display of goods on downtown sidewalks that could expose the City to liability. They are suggesting changes to the ordinance language to address the issue through a permitting process and asked for the HPC's input.

The HPC questioned whether this was under their jurisdiction. Staff clarified it is more informational and is seeking approval from them since they are revising their signage language. All ordinance changes would first go before the Planning Commission and then on to the City Council for approval.

The HPC understood it is not in their authority to approve but supported the ordinance changes and permitting process.

Sign Permit - KAHLO - 306 Division

Staff reported on a wall and projecting sign for 306 Division. He noted the owner of the building, Victor Summa, has a signage plan in place that requires the sign be placed on the existing board. The restaurant owner, Maria Estrada, proposed placing large metal letters that extend over the board.

Victor Summa spoke in favor of the proposal even though the letters do not fit in the existing board, however, he was opposed to removing the board due to the condition of the brick behind it.

The HPC spoke in favor of the projecting sign but felt that, in order to follow signage guidelines, the wall sign letters should fit within the existing board and suggested enlarging the area to accommodate the letters.

Maria E. also presented smaller letters with more of a serif font that would fit within the existing frame.

****R. Lutz entered the meeting at 5:15 p.m.****

It was determined the restaurant owner and building owner would enlarge the existing board with tape to determine if it would fit within the arch and beltcourse. At that point a sub committee of the HPC would review their findings and approve the wall sign and any paint colors.

A motion was made by Board Member Lutz, seconded by Board Member Clark, to approve the proposed projecting sign with a preference to mount the metal signs on a larger board or use other letters presented at the meeting within the existing board. The motion carried by the following vote:

Yes: 6 - Board Member Menard, Board Member Evans, Board Member O'Leary, Board Member Thomas, Board Member Clark and Board Member Lutz

V. Reports and Discussion Items

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

B. Evans noted the following:

- A group from the Preservation Alliance will be coming to Northfield on August 23rd to offer a 30 minute instruction and take pictures of built environment.
- The Minnesota Chapter of the Society of Architectural Historians will be giving a restoration tour in Northfield on October 13th.
- She supplied a list of properties (owner's request) to consider for Historic Designation.

Staff reported he spoke with the owner of Downtown Tobacco regarding their window signage. They agreed to reduce the red background on most of the signs. It was handled as a zoning violation.

R. Lutz expressed concern related to the closing of Swag which he finds as a serious loss to Northfield. It is his hope that the property is treated well by the HPC and community and will be kept as historic as possible. Retail and commercial activity are crucial to the revitalization of downtown Northfield.

VI. Adjournment

The meeting adjourned at 5:54 p.m.