



# City of Northfield

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

## Meeting Minutes - Draft Planning Commission

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Thursday, January 15, 2026

6:00 PM

Council Chambers

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### 6:00 PM - REGULAR AGENDA

#### CALL TO ORDER AND ROLL CALL

- Present** 6 - Commissioner Buckheit, Commissioner Nowak, Commissioner Schmidt, Commissioner Holmes, Kuhlmann, and Schroeer
- Absent** 1 - Commissioner Holleran

*Chair Kuhlmann called the meeting to order at 6:03pm.*

*Also present: City Planner Mikayla Schmidt, Associate City Planner Mathias Hughey, Community Development Director Scott Wopata, Administrative Associate Kari Bonde. Youth rep: Abby Pape.*

#### APPROVAL OF AGENDA

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

- Yes:** 6 - Commissioner Buckheit, Commissioner Nowak, Commissioner Schmidt, Commissioner Holmes, Kuhlmann, and Schroeer

#### APPROVAL OF MINUTES

1. [26-031](#) December 18, 2025 PC Meeting Minutes

**Attachments:** [12-18-2025 PC Meeting Minutes](#)

**A motion was made by Commissioner Holmes, seconded by Commissioner Nowak to amend the minutes to not include Commissioner Holmes on the votes because she was absent from the meeting. The motion carried by the following vote:**

- Yes:** 6 - Commissioner Buckheit, Commissioner Nowak, Commissioner Schmidt, Commissioner Holmes, Kuhlmann, and Schroeer

#### OPEN PUBLIC COMMENT

*No comments.*

#### PUBLIC HEARINGS

2. [BC 26-000](#) Public Hearing for Consideration of a Zoning Map Amendment for 304 2nd St. W.

- Attachments:** [1 - 350-ft Public Hearing Notice Location Map](#)  
[2 - Public Hearing Notice Mailing](#)  
[3 - Presentation](#)

Associate Planner Mathias Hughey introduced the public hearing for the consideration of a Zoning Map Amendment for 304 2nd St. W. The current zoning is R1-B: Low Density Residential. The amendment would be to rezone it to C1-B: Downtown. Hughey reviewed the location, timeline, criteria and noted that the zoning change is supported by city staff.

Youth rep Abby Pape arrived at 6:18pm.

Deacon Mickey Redfearn - concerned about additional traffic passing by St. Dominic's church if 2nd St. closes.

**A motion was made by Commissioner Holmes, seconded by Commissioner Schroeer, to close the Public Hearing. The motion carried by the following vote:**

- Yes:** 6 - Commissioner Buckheit, Commissioner Nowak, Commissioner Schmidt, Commissioner Holmes, Kuhlmann, and Schroeer

**3. [PC Res. 2026-000](#) Consideration of a Zoning Map Amendment for 304 2nd St. W.**

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

**A motion was made by Commissioner Schroeer, seconded by Commissioner Buckheit, to approve the PC Resolution 2026-001 - Consideration of a Zoning Map Amendment for 304 2nd St. W. The motion carried by the following vote:**

- Yes:** 6 - Commissioner Buckheit, Commissioner Nowak, Commissioner Schmidt, Commissioner Holmes, Kuhlmann, and Schroeer

**BOARD MEMBER AND COMMISSIONER REPORTS**

*Commissioner Holmes - starting in May there will be a Council liaison on the PC instead of a voting member.*

**STAFF UPDATES**

**4. [26-032](#) Staff Updates.**

- Attachments:** [1 - Upcoming Council Agenda Items](#)  
[2 - Hyperlink to the Northfield Comprehensive Plan - Vision and Guiding Values](#)  
[3 - Hyperlink to Northfield Construction & Development Projects](#)  
[4 - Hyperlink to Maryland Department of Planning Webinars](#)

*City Planner Mikayla Schmidt updates:*  
 - introduced the new Community Development Director, Scott Wopata.  
 - Zoning Code update, contract approved, kick-off meeting will be on 1/16.  
 - Park and Trail dedication fees update.  
 - Archer project: City Administrator Martig is extending the TIF for the project.  
 - Cedar Meadows is still moving forward.

**ADJOURNMENT**

**A motion was made by Commissioner Buckheit, seconded by Commissioner Holmes, to adjourn the meeting at 6:55pm. The motion carried by the following vote:**

**Yes:** 6 - Commissioner Buckheit, Commissioner Nowak, Commissioner Schmidt, Commissioner Holmes, Kuhlmann, and Schroeer