



City of Northfield

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

Meeting Minutes - Draft Planning Commission

Thursday, April 16, 2026

6:00 PM

Council Chambers

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

Chair Kuhlmann called the meeting to order at 6:04pm.

Present 7 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt, Commissioner Schroeer, Commissioner Kuhlmann, and Commissioner Lauer

ALSO PRESENT

City Planner Mikayla Schmidt, Associate City Planner Mathias Hughey, Community Development Director Scott Wopata, Administrative Associate Kari Bonde, City Administrator Ben Martig.

APPROVAL OF AGENDA

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

Yes: 7 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt, Commissioner Schroeer, Commissioner Kuhlmann, and Commissioner Lauer

APPROVAL OF MINUTES

1. [26-193](#) March 19, 2026 PC Meeting Minutes

Attachments: [1 SUPPLEMENTAL - 04-14-26 Supplemental Memo No. 1 - 1 pg](#)
[2 SUPPLEMENTAL - 03-19-2026 PC Meeting Minutes](#)

Chair Kuhlmann abstained from minutes.

A motion was made by Commissioner Buckheit, seconded by Commissioner Schmidt, to approve the March 19, 2026 Meeting Minutes. The motion carried by the following vote:

Yes: 6 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt, Commissioner Schroeer, and Commissioner Lauer

Abstained: 1 - Commissioner Kuhlmann

OPEN PUBLIC COMMENT

Amy Gernon - not in support of the CUP, does not believe it meets the Land Code, requested 2021 parking study but knows a lot has changed since 2021.

Richard Noer - not in support, there is another option for a bus stop where westbound 1st St. meets Union St., would like neighbors and Carleton College to reach an agreement where a CUP could be passed.

Steve Edwards - wants it to be on the record that traffic will not be increased, reference the traffic memorandum.

Margit Zsolnay - not in support, wants bus schedules to be analyzed and wants to know if the traffic impact has been counted on Nevada St. and 2nd St. b/c it was not in the traffic memo.

Melissa Hager - not in support, lack of communication from Carleton College, moving the location will effect them.

Paul Hager - not in support, is looking for more specific traffic information, is the CUP still accurate?

Pat Stanglin - not in support, did an informal traffic count and noted this will have a negative impact on homeowners.

Andy Flory - thanked Planning Commission for their work on the CUP project, process is flawed, add baseline traffic study in the neighborhood.

Constauza Ocampo-Raeder - doesn't think Carleton is upholding their own values, lots of noise from vehicles.

William North - not in support, does this CUP satisfy the comp plan?, concerned about how this will impact the neighborhood.

Susannah Shmurak - served on EQC, the CUP does not support Northfields stated goal to reduce emissions, buses are traveling further on the new route.

Alice Thomas - the CUP helps student but not the neighborhood.

PUBLIC HEARINGS

2. [26-194](#) Public Hearing for Consideration of a Conditional Use Permit for Black Bear Wellness MN to Operate a Cannabis Retail Establishment at 680 Professional Dr.

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

Chair Kuhlmann opened the public hearing at 6:34pm.

Associate City Planner Mathias Hughey gave a PowerPoint presentation reviewing the timeline & process, criteria and noted staff recommends approval.

A motion was made by Commissioner Holleran, seconded by Commissioner Schmidt, to close the Public Hearing. The motion carried by the following vote:

Yes: 7 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt, Commissioner Schroeer, Commissioner Kuhlmann, and Commissioner Lauer

3. [PC Res. 2026-004](#) Consideration of a Conditional Use Permit for Black Bear Wellness MN to Operate a Cannabis Retail Establishment at 680 Professional Dr.

Attachments: [1 - PC Resolution](#)
[2 - Location Map](#)
[3 - Cannabis CUP Presentation](#)

A motion was made by Commissioner Schroeer, seconded by Commissioner Buckheit, to approve PC Resolution 2026-004 - Consideration of a Conditional Use Permit for Black Bear Wellness MN to operate a Cannabis Retail Establishment at 680 Professional Dr. The motion carried by the following vote:

Yes: 7 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt, Commissioner Schroeer, Commissioner Kuhlmann, and Commissioner Lauer

4. [PC M2026-000](#) Public Hearing for Consideration of the Preliminary Plat Request for Harvest Hills Second Addition.

Attachments: [1 - Public Hearing Notice & Location Map](#)
[2 - SUPPLEMENTAL - 04-14-26 Supplemental Memo No. 1 - 1 pg](#)
[3 - SUPPLEMENTAL - Harvest Hills Second Addition Public Comment](#)

City Planner Mikayla Schmidt gave a PowerPoint presentation on Harvest Hills Second Addition. Schmidt reviewed the timeline & process and reviewed what concerns the city has heard (traffic, new street costs, stormwater and runoff, water pressure, location of pedestrian connections). Community Development Director Scott Wopata also addressed community concerns.

Abby Lewis - does business development with Schrom Construction. Gave a brief overview of the company and the project.

Patty Tabery - why was it platted for 25 homes and now its more, concerned about traffic and property value.

Bob Tabery - was 25 single family homes and now its more, traffic issues, water pressure and stormwater issues, property value will decline.

Al Fettig - would like a better plot map, drainage problems and storm sewer issues.

Greg Neymeyer - having a 6-plex next to his house will decrease privacy, doesn't seem right to do heavy density.

Beth Dahle - not in favor, would like a traffic study in the neighborhood, only one access points serving this area, wants a fire/emergency services stating this is still a safe neighborhood with only one access.

Blake Kane - main concern is the additional traffic, would like the proposed development to be home ownership, not rentals.

Carol Marshall - president of Harvest Hills Townhome Association since 2009, has traffic concerns.

Brent Rauk - traffic concerns with only one way in/out, water run-off concerns.

Matt Cashin - thought the land was for 24 homes, build further south for apartments.

Stacy Beckwith - traffic concerns, stormwater run-off, traffic study during school hours

Cindy Green - water run-off concerns, single family homes make more sense, concerned about property values.

Teresa Elsbernd - looking at buying a home in Northfield, not in support of this development.

Melinda Amundson - just bought a home in Northfield, has concerns regarding: sound, light pollution, traffic, water run-off.

Bob Yanda - questions for builder- wondering if it is tuck under garages/slab on grade homes.

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

Yes: 7 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt, Commissioner Schroeer, Commissioner Kuhlmann, and Commissioner Lauer

5. [PC Res. 2026-005](#) Consideration of the Preliminary Plat for Harvest Hills Second Addition.

- Attachments:** [1 - PC Resolution](#)
[2 - Location Map](#)
[3 - Harvest Hills Second Addition Preliminary Plat - Plans Set](#)
[4 - Harvest Hills Second Addition Street Trees Plan](#)
[5 - Exterior Site Images & Floor Plans](#)
[6 - Harvest Hills Second Addition Application Narrative](#)
[7 - SUPPLEMENTAL - 04-15-26 Supplemental Memo No. 2](#)
[8 - SUPPLEMENTAL - Final Harvest Hills 2nd Add. Public Comment 2026 04 16](#)

A motion was made by Commissioner Nowak, seconded by Commissioner Schmidt, to approve the PC Resolution 2026-005 Consideration of the Preliminary Plat for Harvest Hills Second Addition. The motion carried by the following vote:

Yes: 7 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt, Commissioner Schroeer, Commissioner Kuhlmann, and Commissioner Lauer

Meeting went into recess at 7:58pm. Meeting reconvened at 8:05pm.

BOARD MEMBER AND COMMISSIONER REPORTS

Commsioner Buckheit - recognized Vice Chair Schroeer for his 9 years of service on the Planning Commission.

Vice Chair Schroeer - shared his gratitude for serving the last 9 years and has really appreciated everyone he has worked with!

REGULAR AGENDA

6. [PC Res. 2026-003](#) Consideration of a Conditional Use Permit for Carleton College to Make Transportation Facility Improvements within the Perimeter Transition Area North of 1st St. E.

Attachments: [1 - PC Resolution](#)
[2 - Presentation Abbreviated](#)
[3 - Updated Bus Route Maps](#)
[4 - Public Comment](#)
[5 - SUPPLEMENTAL - 04-14-26 Supplemental Memo No. 1](#)
[6 - SUPPLEMENTAL - Additional Public Comments - Carleton](#)
[7- SUPPLEMENTAL - 04-15-26 Supplemental Memo No. 2](#)
[8 - SUPPLEMENTAL - Additional Public Comments - Carleton](#)
[9 - POST MTG - Carleton CUP PP 4-16-2026](#)
[10 - POST MTG - Opposition to Carleton's Transit Hub CUP - Handout](#)

Associate City Planner Mathias Hughey gave a Powerpoint presentation reviewing the project criteria, neighborhood concerns, misconceptions/misinformation and noting staff is recommending approval of the CUP.

A motion was made by Commissioner Holleran, seconded by Commissioner Buckheit to extend the meeting until 9:15. Motion carried by the following vote:

*Yes: 7 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt,
Vice Chair Schroeer, Chair Kuhlmann, and Commissioner Lauer*

A motion was made by Commissioner Holleran, seconded by Commissioner Schmidt, a motion to deny Resolution 2026-003 -Consideration of a Conditional Use Permit for Carleton College to Make Transportation Facility Improvements within the Perimeter Transition Area North of 1st St. E. Motion failed by the following vote:

*Yes: Commissioner Holleran and Commissioner Schmidt
No: Commissioner Buckheit, Commissioner Nowak, Vice Chair Schroeer, Chair Kuhlmann, and Commissioner Lauer*

A motion was made by Commissioner Schroeer, seconded by Commissioner Holleran extend the meeting until all business is concluded. Motion carried by the following vote:

*Yes: 7 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt,
Vice Chair Schroeer, Chair Kuhlmann, and Commissioner Lauer*

A motion was made by Commissioner Novak, seconded by Commissioner Lauer to approve Res. 2026-003 - Consideration of a Conditional Use Permit for Carleton College to Make Transportation Facility Improvements within the Perimeter Transition Area North of 1st St. E.

An amendment made by Vice Chair Schroeer to remove the following sentences from the Findings: "The impact is likely to be minimal but should generally be positive, based on industry best practices." "Also, generally, improving the accessibility and utility of transit is expected to increase ridership and reduce care trips, but these impacts are also not expected to be significant." Commissioner Novak and Commissioner Lauer accepted the friendly amendment. Motion carried by the following vote:

- Yes:** 5 - Commissioner Buckheit, Commissioner Nowak, Commissioner Schroeer, Commissioner Kuhlmann, and Commissioner Lauer
- No:** 2 - Commissioner Holleran, and Commissioner Schmidt

A motion was made by Commissioner Nowak, seconded by Commissioner Buckheit to amend the agenda to put agenda #8 before agenda #7. Motion carried by the following vote:

Yes: 7 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt, Vice Chair Schroeer, Chair Kuhlmann, and Commissioner Lauer

- 8. [PC M2026-002](#) Consider a Motion Requesting City Council Commit to Addressing Concerns About Traffic Safety Raised in Recent Public Hearings.

Attachments: [1 - Partial Resolution Draft](#)

A motion was made by Commissioner Buckheit, seconded by Commissioner Nowak, to approve the motion to recommend to City Council that the City formally review, in coordination with Carleton College, traffic patterns, including but not limited to conflicts between motorized and non-motorized traffic, street design, and management of on-street parking in the neighborhood adjacent to Carleton College, and implement, where appropriate and practicable measures to improve and protect the safety of all residents. The motion carried by the following vote:

- Yes:** 7 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt, Commissioner Schroeer, Commissioner Kuhlmann, and Commissioner Lauer

- 7. [PC M2026-001](#) Consider a motion affirming the proposed TIF Plan for Harvest Hills conforms to general plans for development of the City and is consistent with the Northfield 2045 Comprehensive Plan

Attachments: [1 - SUPPLEMENTAL - TIF Plan Harvest Hills PC](#)

A motion was made by Commissioner Buckheit, seconded by Commissioner Nowak, to approve affirming the proposed TIF Plan for Harvest Hills conforms to general plans for development of the City and is consistent with the Northfield 2045 Comprehensive Plan. The motion carried by the following vote:

- Yes:** 7 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt, Commissioner Schroeer, Commissioner Kuhlmann, and Commissioner Lauer

STAFF UPDATES

9. [26-195](#) 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](#)

City Planner Schmidt gave updates from the Planning department and thanked Commissioner Schroeer for his years of service to the Planning Commission!

ADJOURNMENT

A motion was made by Commissioner Buckheit, seconded by Commissioner Holleran, to adjourn the meeting at 9:43pm. The motion carried by the following vote:

- Yes:** 7 - Commissioner Buckheit, Commissioner Nowak, Commissioner Holleran, Commissioner Schmidt, Commissioner Schroeer, Commissioner Kuhlmann, and Commissioner Lauer