



# City of Northfield

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

## Meeting Minutes - Draft Heritage Preservation Commission

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Wednesday, May 7, 2025

6:00 PM

Council Chambers

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

Chair Jarman called the meeting to order at 6:04 p.m.

**Present:** 6 - Chair Baird Jarman, Commissioner Clifford Clark, Vice Chair Michael Meehan, Commissioner Sarah Beimers, Commissioner Amy Machacek Shonka and Commissioner Aaron Street

**Absent:** 1 - Commissioner Robert Stangler

*Also present: Mathias Hughey, Associate Planner; Matt Bailey, Meeting Associate*

### APPROVAL OF AGENDA

A motion was made by Commissioner Street, seconded by Vice Chair Meehan, to approve the agenda. The motion carried by the following vote:

**Yes:** 6 - Chair Jarman, Commissioner Clark, Vice Chair Meehan, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

### APPROVAL OF MINUTES

1. [25-252](#) April 2, 2025 HPC Meeting Minutes

A motion was made by Commissioner Beimers, seconded by Commissioner Machacek Shonka, to approve the April 2, 2025 HPC Meeting Minutes. The motion carried by the following vote:

**Yes:** 6 - Chair Jarman, Commissioner Clark, Vice Chair Meehan, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

### OPEN PUBLIC COMMENT

*No public comment was received.*

### REGULAR AGENDA

2. [HPC Res. 2025-003](#) Certificate of Appropriateness for Rehabilitation of the Rear Façade and Site Improvements at 319 Water St. - Ames Mill.

*Associate Planner Mathias Hughey presented the application for a Certificate of Appropriateness for Rehabilitation of the Rear Façade and Site Improvements at 319 Water Street - Ames Mill. Luke Capistrant, Project Manager for Loeffler Construction and*

*Consulting—acting as representative for Post Consumer Brands, the property owner—was present. Hughey and Capistrant responded to questions and comments from the HPC.*

**A motion was made by Commissioner Street, seconded by Commissioner Machacek Shonka, to approve the Certificate of Appropriateness for Rehabilitation of the Rear Façade and Site Improvements at 319 Water Street - Ames Mill. The motion carried by the following vote:**

**Yes:** 6 - Chair Jarman, Commissioner Clark, Vice Chair Meehan, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

3. [HPC Res. 2025-004](#) Consideration of HPC Resolution 2025-004 Amending HPC Resolution 2024-010 and the Certificate of Appropriateness for the Bridge Square Rehabilitation.

*Associate Planner Mathias Hughey presented a proposed amendment to HPC Resolution 2024-010 and the Certificate of Appropriateness for the Bridge Square Rehabilitation. Of particular concern to the amendment is the choice of light fixtures. Hughey responded to questions and comments from the HPC.*

*The HPC selected the Moment Accent Light from Landscape Forms as their preferred lighting fixture.*

**A motion was made by Commissioner Street, seconded by Vice Chair Meehan, to extend the meeting until 8:00 p.m. The motion carried by the following vote:**

**Yes:** 6 - Chair Jarman, Commissioner Clark, Vice Chair Meehan, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

**A motion was made by Commissioner Street, seconded by Commissioner Clark, to approve the amendment of HPC Resolution 2025-004 to specify the Moment Accent Light from Landscape Forms as the preferred lighting fixture for the interior of Bridge Square, to specify that there be no more than two heads on each pole, to specify that the easternmost four light fixtures be of the City's standard design, and to specify that the other fixtures and furnishings remain as chosen previously. The motion carried by the following vote:**

**Yes:** 5 - Chair Jarman, Commissioner Clark, Vice Chair Meehan, Commissioner Machacek Shonka and Commissioner Street

**No:** 1 - Commissioner Beimers

4. [25-253](#) Discussion of the Draft HPC 2025 - 2027 Work Plan.

## STAFF UPDATES

5. [25-254](#) Staff Updates.

*Associate Planner Mathias Hughey delivered updates from City staff.*

## BOARD MEMBER AND COMMISSIONER REPORTS

## ADJOURNMENT

Chair Jarman adjourned the meeting at 7:52 p.m.