



City of Northfield

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

Meeting Minutes - Draft Heritage Preservation Commission

Wednesday, June 4, 2025

6:00 PM

Council Chambers

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

Chair Jarman called the meeting to order at 6:02 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; Anna Forbord, Youth Representative (non-voting)

APPROVAL OF AGENDA

A motion was made by Commissioner Clark, 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. [25-310](#) May 7, 2025 HPC Meeting Minutes

A motion was made by Commissioner Beimers, seconded by Vice Chair Meehan, to approve the May 7, 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.

BOARD MEMBER AND COMMISSIONER REPORTS

- Commissioner Clark spoke on the City's removal of ash trees and suggested the HPC might make a comment on the City's policy of removal and replacement.

REGULAR AGENDA

2. [HPC Res. 2025-005](#) Certificate of Appropriateness for Painting the Façade at 305, 307, and 309 Water St. - Ebel Block

Associate Planner Mathias Hughey presented the application for a Certificate of Appropriateness for Painting the Facade at 305, 307, and 309 Water St. - Ebel Block. Hughey and the applicant, David Hvistendahl, responded to questions and comments from the HPC.

A motion was made by Vice Chair Meehan, seconded by Commissioner Clark, to approve the Certificate of Appropriateness for Painting the Facade at 305, 307, and 309 Water St. - Ebel Block. 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. [25-311](#) Discussion of the Draft HPC 2025 - 2027 Work Plan.

Associate Planner Mathias Hughey presented the Draft HPC 2025 - 2027 Work Plan. Hughey responded to questions and comments from the HPC. Key parts of the discussion included:

- The timing of getting information packets on, the formatting of, and the process of reviewing Certificates of Appropriateness.*
- Reviewing and proposing revisions on, clarifications of, and amendments to City policies, guidelines, and the Land Development Code on the building and renovation of properties in the Downtown Historic District or historical residential areas, including riverfront enhancements, balconies, solar panels, and murals.*
- Creating subcommittees to review and work on these issues. Commissioners Meehan and Beimers expressed interest in reviewing balconies, solar panels, and murals.*
- Developing walking tours of the Downtown Historic District and reviewing existing educational materials.*
- Reviewing local designation of historic homes and neighborhoods.*
- Applying for Certified Local Government grants to fund planning and review projects.*

STAFF UPDATES

4. [25-312](#) Staff Updates.

Associate Planner Mathias Hughey provided updates from City staff. The HPC celebrated the service of departing Youth Commissioners Anna Forbord and Cameron McMillan.

ADJOURNMENT

Chair Jarman adjourned the meeting at 7:32 p.m.