



# City of Northfield

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

## Meeting Minutes - Draft Heritage Preservation Commission

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Monday, September 30, 2024

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 6:05 p.m.*

**Present:** 6 - Baird Jarman, Commissioner Clifford Clark, Commissioner Jesse Steed, Commissioner Robert Stangler, Commissioner Barbara Evans and Commissioner Michael Meehan

*Also present: Mathias Hughey, Associate Planner; Matt Bailey, Meeting Associate; Cameron McMillan, Youth Representative (non-voting); Anna Forbord, Youth Representative (non-voting)*

### APPROVAL OF AGENDA

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

**Yes:** 6 - Chair Jarman, Commissioner Clark, Commissioner Steed, Commissioner Stangler, Commissioner Evans and Commissioner Meehan

### APPROVAL OF MINUTES

1. [24-597](#) August 7, 2024 HPC Meeting Minutes

**Attachments:** [08-07-2024 HPC Meeting Minutes](#)

**A motion was made by Commissioner Clark, seconded by Commissioner Steed, to approve the August 7, 2024 HPC Meeting Minutes. The motion carried by the following vote:**

**Yes:** 6 - Chair Jarman, Commissioner Clark, Commissioner Steed, Commissioner Stangler, Commissioner Evans and Commissioner Meehan

### OPEN PUBLIC COMMENT

*No public comment was received.*

### REGULAR AGENDA

2. [24-598](#) Discussion of Text Amendments Related to Sign Regulations in the Historic-Overlay District in Chapter 34 - Land Development Code of the Northfield City Code.

**Attachments:** [1 - ORDINANCE 1067- Alternative 1](#)  
[2 - ORDINANCE 1067- Alternative 2](#)  
[3 - ORDINANCE 1067- Alternative 3](#)  
[4 - Resolution HPC #2024-009](#)  
[5 - Presentation](#)  
[6 - Select Excerpts from Comparable Cities' Sign Codes](#)  
[7 - Historic Photos](#)  
[8 - Hyperlink to 8/7/24 HPC Meeting](#)  
[9 - Hyperlink to 8/15/24 PC Meeting](#)

*Associate Planner Mathias Hughey presented Text Amendments Related to Sign Regulations in the Historic-Overlay District in Chapter 34 - Land Development Code of the Northfield City Code as proposed by the Planning Commission. The HPC discussed the proposed amendments which concern continued HPC review of signs, the 4-color limit, and the ban on fluorescent colors. Hughey responded to questions and comments from the HPC.*

*In an informal voice vote regarding the three concerns of the amendments, 4 of the 6 Commissioners were in favor of changing sign approval to a Minor Work for the purposes of Certificates of Approval, 5 of 6 were in favor of removing the 4-color limit on signs, and 5 of 6 were in favor of retaining the ban on fluorescent colors.*

## STAFF UPDATES

3. [24-599](#) Staff Updates.

**Attachments:** [1 - CAMP Menu](#)  
[2 - Preservation Brief 16 Substitute Materials 2023](#)  
[3 - July 2024 Comprehensive Plan Update](#)  
[4 - August 2024 Comprehensive Plan Update](#)  
[5 - September 2024 Comprehensive Plan Update](#)  
[6 - Steering Committee Packet - July 2024](#)  
[7 - Steering Committee Packet - August 2024](#)  
[8 - Comp Plan Adoption Calendar](#)

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

## BOARD MEMBER AND COMMISSIONER REPORTS

*Vice-Chair Evans reported on her attendance (with Associate Planner Mathias Hughey) at a preservation workshop.*

## ADJOURNMENT

*Chair Jarman adjourned the meeting at 7:13 p.m.*