



City of Northfield

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

Meeting Minutes - Draft Heritage Preservation Commission

Wednesday, March 4, 2026

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:** 5 - Chair Baird Jarman, Commissioner Clifford Clark, Commissioner Sarah Beimers, Commissioner Amy Machacek Shonka and Commissioner Aaron Street
- Absent:** 2 - Commissioner Robert Stangler and Vice Chair Michael Meehan

Also present: Mathias Hughey, Associate Planner; Matt Bailey, Meeting Associate; Teagan Noetzel, Youth Representative

APPROVAL OF AGENDA

A motion was made by Commissioner Street, seconded by Commissioner Machacek Shonka, to amend the agenda to switch the order of agenda items 2 and 3. The motion carried by the following vote:

- Yes:** 4 - Chair Jarman, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

A motion was made by Commissioner Street, seconded by Commissioner Beimers, to approve the agenda as amended to switch the positions of agenda items 2 and 3. The motion carried by the following vote:

- Yes:** 4 - Chair Jarman, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

APPROVAL OF MINUTES

1. [26-103](#) February 4, 2026 HPC Meeting Minutes

A motion was made by Commissioner Street, seconded by Commissioner Beimers, to approve the February 4, 2026 HPC Meeting Minutes. The motion carried by the following vote:

- Yes:** 4 - Chair Jarman, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

OPEN PUBLIC COMMENT

No public comment was received.

BOARD MEMBER AND COMMISSIONER REPORTS

No Board or Commissioner Reports were submitted.

REGULAR AGENDA

3. [HPC Res. 2026-003](#) Certificate of Appropriateness for Rear Façade Rehabilitation at 312-314 Division St. S. - the McKay and Tosney Buildings.

Associate Planner Mathias Hughey submitted the application for a Certificate of Appropriateness for rear façade rehabilitation at 312-314 Division Street South - the McKay and Tosney Buildings. Hughey introduced the applicant, Jessica Peterson White, and Hughey and Peterson White responded to questions and comments from the HPC.

Mark Heiman of Northfield provided context on Roberts Rules of Order regarding quorum and recusal on votes.

A motion was made by Commissioner Street, seconded by Commissioner Machacek Shonka, to approve the Certificate of Appropriateness for rear façade rehabilitation at 312-314 Division Street South - the McKay and Tosney Buildings. The motion carried by the following vote:

Yes: 4 - Chair Jarman, Commissioner Beimers, Commissioner Machacek Shonka and Commissioner Street

2. [HPC Res. 2026-002](#) Certificate of Appropriateness for Façade Restoration at 408 Division St. S. - The Scriver Building.

Associate Planner Mathias Hughey submitted the application for a Certificate of Appropriateness for façade restoration at 408 Division Street South - The Scriver Building. Hughey introduced the applicant, Sean Allen, the Executive Director of the Northfield History Center, and Todd Grover, architect at MacDonald & Mack Architects. Hughey, Allen, and Grover responded to questions and comments from the HPC.

Commissioner Clark joined the meeting at 6:33 p.m. Youth Representative Noetzel joined the meeting at 6:40 p.m.

Commissioner Street recused himself from the vote on the Certificate of Appropriateness as he is on the board of the Northfield History Center.

A motion was made by Commissioner Clark, seconded by Commissioner Beimers, to approve the HPC Resolution. The motion carried by the following vote:

Yes: 4 - Chair Jarman, Commissioner Clark, Commissioner Beimers and Commissioner Machacek Shonka

Recused: 1 - Commissioner Street

STAFF UPDATES

4. [26-104](#) Staff Updates.

Associate Planner Mathias Hughey provided updates from City staff. Hughey responded to questions and comments from the HPC.

Commissioner Clark reported on personally sending a comment to the federal government on the construction of the White House ballroom.

ADJOURNMENT

Chair Jarman adjourned the meeting at 7:10 p.m.