



City of Northfield

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

Meeting Minutes - Draft Heritage Preservation Commission

Wednesday, February 5, 2025

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA

CALL TO ORDER AND ROLL CALL

Present: 7 - Baird Jarman, Commissioner Clifford Clark, Commissioner Robert Stangler, Vice Chair Michael Meehan, Commissioner Amy Machacek Shonka, Commissioner Aaron Street and Commissioner Sarah Beimers

APPROVAL OF AGENDA

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

Yes: 7 - Chair Jarman, Commissioner Clark, Commissioner Stangler, Vice Chair Meehan, Commissioner Machacek Shonka, Commissioner Street and Commissioner Beimers

APPROVAL OF MINUTES

1. [25-077](#) January 6, 2025 HPC Meeting Minutes

A motion was made by Commissioner Stangler, seconded by Commissioner Beimers, to approve the January 6, 2025 HPC Meeting Minutes. The motion carried by the following vote:

Yes: 7 - Chair Jarman, Commissioner Clark, Commissioner Stangler, Vice Chair Meehan, Commissioner Machacek Shonka, Commissioner Street and Commissioner Beimers

OPEN PUBLIC COMMENT

No public comment was received.

REGULAR AGENDA

2. [BC 25-002](#) Consideration of Draft Conditions on the Certificate of Appropriateness for the Bridge Square Reconstruction Project.

Associate Planner Mathias Hughey delivered a presentation on the Consideration of Draft Conditions on the Certificate of Appropriateness for the Bridge Square Reconstruction Project. The primary focus of the considerations were light fixtures, bollards and bike racks, and benches. Consultant Teresa Jensen provided additional context on the options chosen for light fixtures. Hughey and Jensen responded to questions and comments from the HPC.

A motion was made by Commissioner Clark, seconded by Commissioner Stangler, to approve adding to the Draft Conditions on the Certificate of Appropriateness for the Bridge Square Reconstruction Project the condition that

the four exterior light fixtures should match the historical, not contemporary, style of the SC light fixtures and existing Division Street light fixtures. The motion carried by the following vote:

Yes: 7 - Chair Jarman, Commissioner Clark, Commissioner Stangler, Vice Chair Meehan, Commissioner Machacek Shonka, Commissioner Street and Commissioner Beimers

A motion was made by Commissioner Beimers, seconded by Commissioner Street, to approve adding to the Draft Conditions on the Certificate of Appropriateness for the Bridge Square Reconstruction Project the condition that the interior lights (labeled SC1, SC2, and SC3 on the plans) be a design which is differentiated and made compatible with other Bridge Square light fixtures by selecting a single-head light fixture in a dark color metal or metallic material. The motion carried by the following vote:

Yes: 7 - Chair Jarman, Commissioner Clark, Commissioner Stangler, Vice Chair Meehan, Commissioner Machacek Shonka, Commissioner Street and Commissioner Beimers

A motion was made by Commissioner Stangler, seconded by Commissioner Beimers, to extend the meeting until 8:00 p.m. The motion carried by the following vote:

Yes: 7 - Chair Jarman, Commissioner Clark, Commissioner Stangler, Vice Chair Meehan, Commissioner Machacek Shonka, Commissioner Street and Commissioner Beimers

A motion was made by Commissioner Stangler, seconded by Commissioner Machacek Shonka, to approve adding to the Draft Conditions on the Certificate of Appropriateness for the Bridge Square Reconstruction Project the condition that the selection of the free-standing and top-of-wall benches, bins, bike racks, and bollards be from the Landscape Forms Palette in the Northport style, and that the bollards feature a bronze powder coat finish to match the other fixtures. The motion carried by the following vote:

Yes: 7 - Chair Jarman, Commissioner Clark, Commissioner Stangler, Vice Chair Meehan, Commissioner Machacek Shonka, Commissioner Street and Commissioner Beimers

3. [25-078](#) Discussion of the Draft HPC 2025 - 2027 Work Plan.

STAFF UPDATES

4. [25-079](#) Staff Updates.

BOARD MEMBER AND COMMISSIONER REPORTS

ADJOURNMENT

Chair Jarman adjourned the meeting at 8:04 p.m.