



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
ci.northfield.mn.us

Meeting Minutes - Draft Planning Commission

Thursday, August 18, 2022

6:00 PM

Council Chambers

CALL TO ORDER AND ROLL CALL

Chair Buckheit called the meeting to order at 6:54pm.

Present 7 - William Schroeer, Chair Betsey Buckheit, Brian Nowak, Bill Kuhlmann, Jason Menard, Davin Sokup, and Vice Chair Tracy Heisler

APPROVAL OF AGENDA

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

Yes: 7 - Schroeer, Chair Buckheit, Nowak, Kuhlmann, Menard, Sokup, and Heisler

APPROVAL OF MINUTES

1. [22-538](#) July 21, 2022 PC Meeting Minutes

Attachments: [07-21-2022 PC Meeting Minutes](#)

A motion was made by Vice Chair Heisler, seconded by Commissioner Schroeer, to approve the July 21, 2022 PC meeting minutes. The motion carried by the following vote:

Yes: 7 - Schroeer, Chair Buckheit, Nowak, Kuhlmann, Menard, Sokup, and Heisler

2. [22-539](#) Discuss Capital Improvement Plan Pedestrian and Bikeway Recommendations.

Attachments: [1 - Northfield City Council Presentation](#)
[2 - Northfield CIP Analyzation Full Draft](#)

Matthew Dyrdahl with Alta Planning and Design, gave a presentation regarding the CIP Pedestrian and Bikeway.

A motion was made by Commissioner Menard, seconded by Commissioner Heisler to direct staff to begin preparing a bike plan recommendation to council. Motion carried by the following vote:

Yes: 7 - Schroeer, Chair Buckheit, Nowak, Kuhlmann, Menard, Sokup, and Heisler

PUBLIC HEARINGS AND RELATED ACTION

3. [BC 22-024](#) Public Hearing for Consideration of a Text Amendment Regarding Signage in the Historic District.

Attachments: [1 - Public Hearing Notice](#)

Chair Buckheit opened the public hearing at 7:52pm.

Assistant City Planner Reeve Needham introduced this item and answered questions from the Commissioners.

A motion was made by Vice Chair Heisler, seconded by Commissioner Schroeer, to close the Public Hearing. The motion carried by the following vote:

Yes: 7 - Schroeer, Chair Buckheit, Nowak, Kuhlmann, Menard, Sokup, and Heisler

4. [PC M2022-028](#) Consider Text Amendment for Signage within the Historic District.

Attachments: [1 - HPC Recommended Draft Ordinance](#)

[2 - Staff Recommended Draft Ordinance](#)

[3 - Hyperlink to 8.11.22 HPC Meeting](#)

[4 - Hyperlink to Previous Signage Staff Reports](#)

A motion was made by Commissioner Menard, seconded by Commissioner Schroeer, to approve the Text Amendment for Signage within the Historic District - STAFF recommended draft ordinance. The motion carried by the following vote:

Yes: 7 - Schroeer, Chair Buckheit, Nowak, Kuhlmann, Menard, Sokup, and Heisler

5. [22-540](#) Discuss and Give Feedback on a Potential Text Amendment Regarding Neighborhood Center Floating Districts.

Attachments: [1 - Neighborhood Center Floating District Map - Draft](#)

[2 - Comp. Plan Framework Map](#)

City Planner Mikayla Schmidt introduced this item, asked for feedback from Commissioners and answered questions.

A discussion was held regarding permitted vs. conditional use. Commissioners Schroeer, Sokup and Chair Buckheit would like permitted while Commissioners Kuhlmann and Menard favored conditional use.

REPORTS FROM COMMISSION MEMBERS AND CHAIR

None.

STAFF UPDATES

6. [22-541](#) Staff Updates.

ADJOURNMENT

A motion was made by Commissioner Schroeer, seconded by Commissioner Kuhlmann, to adjourn the meeting at 8:34pm. The motion carried by the following vote:

Yes: 7 - Schroeer, Chair Buckheit, Nowak, Kuhlmann, Menard, Sokup, and Heisler