



# City of Northfield

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

## Meeting Minutes - Draft Planning Commission

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Thursday, September 21, 2017

7:00 PM

Council Chambers

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### Rollcall

*Also present: City Planner Scott Tempel, Councilmember David DeLong, Community Development Specialist Mikayla Fischer, Youth Representatives Paul Wehling and Youth Representative Anna Weber.*

**Present** 7 - Joe Gasior, William Schroeer, Russell Halverson, Carla Hansen, Tracy Heisler, Jay Jasnoch, and Kate Stuart

### I. Call to Order and Approval of Agenda

*Chair Gasior opened the meeting at 7:02pm.*

*Chair Gasior introduced Carla Hansen to the commissioners. Hansen gave background on herself, and her experience with sustainability and climate change.*

**A motion was made by Halverson, seconded by Schroeer, to approve the agenda as amended to include electing a Vice Chair as item 4 under New Business. The motion carried by the following vote:**

**Yes:** 6 - Gasior, Schroeer, Halverson, Hansen, Heisler, and Jasnoch

**Not Present:** 1 - Stuart

### II. Approval of Minutes

1. [17-1001](#) Draft Zoning Board of Appeals and Planning Commission Meeting Minutes

**Attachments:** [1 - 08-17-2017 ZBA Minutes](#)  
[2 - 08-17-2017 PC Meeting Minutes](#)

**A motion was made by Vice Chair Schroeer, seconded by Heisler, to approve the 08/17/2017 ZBA meeting minutes. The motion carried by the following vote:**

**Yes:** 6 - Gasior, Schroeer, Halverson, Hansen, Heisler, and Jasnoch

**Not Present:** 1 - Stuart

**A motion was made by Vice Chair Schroeer, seconded by Halverson, to approve the 08/17/2017 PC meeting minutes as amended to include a motion requesting formal meetings as appropriate with other Boards and Commissions to share their Action Plans on implementing the City's Strategic Plan. The motion carried by the following vote:**

**Yes:** 6 - Gasior, Schroeer, Halverson, Hansen, Heisler, and Jasnoch

**Not Present:** 1 - Stuart

### III. New Business

2. [PC M2017-011](#) Consideration of Floodplain Conditional Use Permit - Northfield Safety Center

**Attachments:** [1 - Resolution](#)  
[2 - Area Map](#)  
[3 - Landscape Context Plan L-101](#)  
[4 - Landscape Plan Overview L-102](#)

*Chair Gasior opened the public hearing at 7:14pm.*

*Stuart entered the meeting at 7:20pm.*

*Tempel reviewed his staff report on the Floodplain CUP for the Northfield Fire Station.*

*Discussion was held between the Commissioners and Tempel on engineering of the site, floodplain levels, the addition, flood proofing the basement, cost analysis and best use.*

**A motion was made by Heisler, seconded by Vice Chair Schroeer, to close the Public Hearing at 7:49pm. The motion carried by the following vote:**

**Yes:** 7 - Gasior, Schroeer, Halverson, Hansen, Heisler, Jasnoch, and Stuart

**A motion was made by Vice Chair Schroeer, seconded by Heisler, to recommend approval to City Council of the Floodplain Conditional Use Permit for the Northfield Fire Station. The motion carried by the following vote:**

**Yes:** 5 - Gasior, Schroeer, Halverson, Heisler, and Stuart

**No:** 2 - Hansen, and Jasnoch

3. [17-1002](#) Planning Commission Work Plan

**Attachments:** [1 - Council Action Plan w. Planning Commission Notes](#)  
[2 - 2017 Work Plan Sept Update](#)

*Tempel introduced the next item to the commissioners on the Planning Commission Work Plan and Strategic Plan.*

4. [PC M2017-013](#) Election of Vice Chair

*Chair Gasior opened the discussion and asked for nominations. Schroeer was willing to be the Vice Chair.*

**A motion was made by Stuart, seconded by Heisler, to elect William Schroeer as the Vice Chair of the Planning Commission. The motion carried by the following vote:**

**Yes:** 7 - Gasior, Schroeer, Halverson, Hansen, Heisler, Jasnoch, and Stuart

### IV. Reports and Discussion Items

*Heisler noted she is involved with the Northfield Downtown Development Corporation (NDDC). The NDDC is bringing a visioning group to the downtown at a Community*

*Roundtable meeting.*

*Schroeer wanted to commend the Council on adopting the street projects for 2018.*

*Youth Rep. Weber noted Complete Streets were presented to the youth representatives.*

## **V. Adjournment**

**A motion was made by Vice Chair Schroeer, seconded by Jasnoch, to adjourn the meeting. The motion carried by the following vote:**

**Yes:** 7 - Gasior, Schroeer, Halverson, Hansen, Heisler, Jasnoch, and Stuart