



City of Northfield

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

Meeting Minutes - Draft Heritage Preservation Commission

Thursday, April 5, 2018

4:30 PM

Council Chambers

I. Call to Order and Approval of Agenda

Present - Board Member Menard, Board Member Evans, Board Member O'Leary, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Lutz

Also Present - Scott Tempel - City Planner, Hannah Pahs - Youth Member, Dave Medin - DJ Medin Architects, Inc., Brett Reese - Rebound Enterprises/Freetime Restaurants LLC, Chad Jenkinson & Joshua Drivdahl - Freetime Restaurants LLC, Chris Kennelly - Northfield Construction, Jim Bohnhoff, Jenni Roney - NDDC, Barb Neitzel - Recording Secretary

Staff asked to switch Item 4 - Sign Permit for Armory with Item 3 - NDDC Discussion.

A motion was made by Board Member Mohring, seconded by Board Member Clark, to approve the April 5, 2018 HPC Agenda as amended to switch items 3 & 4. The motion carried by the following vote:

Yes: 7 - Board Member Menard, Board Member Evans, Board Member O'Leary, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Lutz

II. Approval of Minutes

A motion was made by Board Member Thomas, seconded by Board Member Lutz, to approve the March 1, 2018 HPC Minutes. The motion carried by the following vote:

Yes: 7 - Board Member Menard, Board Member Evans, Board Member O'Leary, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Lutz

1. [18-182](#) March 1, 2018 HPC Minutes

Attachments: [03-1-18 HPC Minutes](#)

III. Unfinished Business

IV. New Business Items

2. [18-183](#) Presentation on 501, 503, & 505 Division Street South Renovation Project

Dave Medin, Brett Reese, Chad Jenkinson, Joshua Drivdahl and Chris Knellie presented plans for the renovation of 501, 503, & 505 Division Street and updated the commission

on the progress so far. Specific design topics discussed included:

- Color of cladding on windows
- Interior and exterior signage - projecting sign and gold lettering on glass
- Exterior lighting

The HPC suggested black clad windows for the main entrance and grey for the others. They approved of a perpendicular sign and gold lettering on the glass. They would like more information on the lighting proposal and other changes to the facade prior to approval of a Certificate of Appropriateness.

3. [18-184](#)

NDDC Discussion

Jenni Roney, Executive Director of the Northfield Downtown Development Corporation was present to discuss collaborative opportunities with the HPC.

Outreach to businesses related to signage revisions, streetlighting, CLG grants, and the Mainstreet Program were areas where collaborative efforts could occur.

The HPC also voiced concern related to the substantial tax increases to downtown businesses.

Jenni noted the NDDC meets the fourth Monday of each month at 4:00 p.m. at their new location at 19 Bridge Square.

4. [18-185](#)

Sign Permit for Armory, 519 Division

Attachments: [Armory sign images](#)

The HPC reviewed the sign proposal for the Armory at 519 Division Street. Staff noted a monument sign could be allowed at this site since the property has not been officially amended into the Historic District.

The HPC felt the font on the sign should be revised to match the existing sign on the building. J. Bohnhoff stated he would be able to make this change. The commission also voiced concern related to the words taking up more than 60% of the space.

A motion was made by Board Member Clark, seconded by Board Member Mohring, to approve the sign permit on the condition that the font on the sign, specifically "armory square", is made to match the existing font on the armory building cornice. The motion carried by the following vote:

Yes: 7 - Board Member Menard, Board Member Evans, Board Member O'Leary, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Lutz

V. Reports and Discussion Items

B. Evans reported on the following:

- She has started teaching a collegium class using the HPC gold book
- She will speak at the PEO group on April 10, 2018
- She will be giving tours as part of Northfield Historical Society's preservation month in May

A. Thomas expressed concern related to the percent of coverage and moving sign in the window at the Downtown Tobacco Shop at 429 Division and also the mural on the window at 307 Water Street S. - Froggy Bottoms River Pub & Lily PADio.

Planner Tempel informed the HPC of the NAPC - National Alliance of Preservation Commissions Forum which will be held July 18th in Des Moines, IA. CLG funds are available for those interested in attending.

- a) Commissioner Comments and Reports**
- b) Staff Updates and Reports**
- c) Comments from the Chair**

VI. Adjournment

The meeting adjourned at 6:11 p.m.