



City of Northfield

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

Meeting Minutes - Draft Heritage Preservation Commission

Thursday, August 2, 2018

4:30 PM

Council Chambers

Roll Call

Also Present: Scott Tempel - City Planner, Barb Neitzel - Recording Secretary

Present: 6 - Jason Menard, Barbara Evans, Alice Thomas, Stephen Mohring, Clifford Clark and Randy Lutz

Absent: 1 - Dan O'Leary

I. Call to Order and Approval of Agenda

A follow up on the Kahlo sign and a discussion on the designation of historic homes was added to Reports and Discussion Items.

A motion was made by Board Member Thomas, seconded by Board Member Clark, that this was approve.. The motion carried by the following vote:

Yes: 6 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Lutz

II. Approval of Minutes

A motion was made by Board Member Evans, seconded by Board Member Thomas, to approve the July 12, 2018 HPC Minutes. The motion carried by the following vote:

Yes: 6 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Lutz

1. [18-385](#) July 12, 2018 HPC Minutes

Attachments: [7-12-18 HPC Minutes](#)

III. Unfinished Business

IV. New Business Items

2. [18-386](#) Sign Permit - Northfield Community College Collaborative - 329 Division St

Attachments: [NCCC image](#)
[NCCC rendering](#)
[TORCH-Northfield-Community-College-1](#)

The HPC reviewed the sign permit and voiced concern regarding the size of the logo and color requirements.

A motion was made by Board Member Lutz, seconded by Board Member Evans, to approve the sign permit as proposed for the Northfield Community College Collaborative at 329 Division Street. The motion carried by the following vote:

Yes: 6 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Lutz

3. [18-387](#) Discussion on Revisions to Sign Code for Historic District

Attachments: [HPC Signage Revision](#)
[Signage regs from other communities](#)

The board reviewed the proposed changes to the sign regulations in the historic district and made the following revisions:

Page 1 - no changes

Page 2 - no changes

Page 3 - (F) Signs in the H-O District and on Heritage Preservation Sites

- Add the following language at the beginning: 1) The Historic Preservation Commission reserves the right to address businesses that are not in compliance with the guidelines of the district or for failure to apply for a permit. 2) Existing non-complying signage will be brought into compliance upon receipt of any application to the Historic Preservation Commission.

- Add definitions of sign types from Article 9

- Move Item 4 between Items 1 and 2

- Item 3 - correct typo to change "the" to "to"

- Add upper story window requirements

The remaining sections will be reviewed at future meetings.

V. Reports and Discussion Items

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

Staff reported the the following:

- The owners of Kahlo have not submitted another wall sign proposal to date but he has been told they are planning to.

- Downtown Tobacco has taken the red background off of their window signs.

- Reunion business owners are applying for an SBA loan which requires federal funds and a State Historic Preservation review which determined they are not in line with the national standards. He will send a response and share with Chair Menard.

- Econo Foods will be replacing their monument sign with a 20' high pylon sign. A public art pad will also be installed in front of the sign.

- The Historic Preservation Conference will be held in Winona on September 14-15. HPC members are encouraged to attend.

B. Evans noted she and C. Clark will be giving bus tours in August, September and October. She would also like to discuss designating 2-3 homes and what it will take to get them on the register.

C. Clark stated Brett Reese has contacted him to review accent colors for Reunion.

VI. Adjournment

The meeting adjourned at 6:11 p.m.