



City of Northfield

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

Meeting Minutes - Draft Heritage Preservation Commission

Thursday, October 11, 2018

4:30 PM

Council Chambers

I. Call to Order and Approval of Agenda

Present: Barbara Evans, Jason Menard, Dan O'Leary, Alice Thomas, Stephen Morhring, Clifford Clark and Randy Lutz

Also Present: Scott Tempel - City Planner, Logan Ledman and Evan Orjala - Youth Members, David Bennett - Public Works Director/City Engineer, Jim Bohnhoff, Josh Drivdahl - Reunion, Barb Neitzel - Recording Secretary

A motion was made by Board Member Thomas and seconded by Board Member Clark to approve the October 11, 2018 HPC Agenda. The motion carried by the following vote:

II. Approval of Minutes

1. [18-504](#) September 6, 2018 HPC Minutes

Attachments: [9-6-18 HPC Minutes](#)

Amendments were made to:

- 1) V. Reports and Discussion Items - to include A. Thomas also present at the Reunion meeting to discuss paint colors.*
- 2) VI. Adjournment - to delete the second to the motion and vote to adjourn the meeting.*

A motion was made by Board Member Thomas and seconded by Board Member Evans to approve the September 6, 2018 HPC Minutes as amended. The motion carried by the following vote:

New Youth Member, Evan Orjala, was introduced to the board.

Kim Smith, Environmental Quality Commission, updated the HPC on climate action planning and light pollution.

2. [18-505](#) Presentation on Cannon River Civic Center referendum

Attachments: [Cannon River Civic Center Info sheet](#)

D. Bennett gave a presentation on the upcoming Cannon River Civic Center Referendum and the advisory board's work over the last two years. He noted the cost to remodel the existing arena would have nearly the same impact as building a new one. Parks and recreation would also benefit from the 1/2 % sales tax dollars.

IV. New Business Items

3. [18-506](#) Sign Permit - Minnesota Soulstice - 300 Division St. S.

Attachments: [Minnesota Soulstice wall sign](#)
[Minnesota Soulstice Sign sheet 3CC jb](#)

The HPC reviewed the proposal for a wall and projecting sign from Soulstice. J. Bohnhoff stated the owner is still making revisions to both signs.

The commission noted they would like to see more consistency with the font. It was determined a subcommittee would meet with J. Bohnhoff once a final version has been decided.

A motion was made by Board Member Mohring, seconded by Board Member Thomas, to defer review of the Soulstice sign permit to an HPC subcommittee. 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

4. [18-507](#) Sign Permit - KAHLO - 306 Division

Attachments: [Kahlo Signs](#)

Staff reported on the projecting and wall signs for Kahlo that were made using the same font. The projecting sign has already been installed. The cream colored wall sign letters fit within the existing sign board.

A motion was made by Board Member Clark, seconded by Board Member Thomas, to approve the signage for 306 Division Street as proposed. 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

III. Unfinished Business

5. [18-508](#) Reunion - 501, 503, & 505 Division Street - project and paint color update

Attachments: [Northfield HPC - Reunion - Exterior Color Project Narrative October 2018](#)
[Ext. color Options 10.1-1 Resized](#)
[2018.09.28_1803.00 Reunion Ext Paint Schedule ASI #1](#)
[17-068 a3.1 & 5.0 \(10-3-18\)](#)

Josh Drivdahl, Reunion, reported on the following architectural revisions to 501, 503 and 505 Division Street:

- 1- In order to meet state guidelines, an entrance door at 503 Division Street will be installed with a recessed doorway in the original location as an emergency exit.*
- 2- Per SHPO's request, the storefront cornice on the 505 building will be removed.*
- 3 - Five natural paint colors were presented for the building exterior. Based on a meeting*

with the subcommittee, a blue-grey-green color was selected for the building cornices.

A motion was made by Board Member Lutz, seconded by Board Member Mohring, to approve an additional Certificate of Appropriateness for the three design changes at 501, 503 and 505 Division Street. 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

6. [18-509](#) Administrative Updates

Attachments: [2019 Pres Conf](#)
[SHPO Conference Notes](#)
[training program](#)

Staff updated the HPC on the following:

- 2019 State Preservation Conference will be held in St. Cloud on September 11-13. Commissioners were encouraged to attend.
- There is an online training module available through the Stillwater HPC.
- Suggested Northfield consider hosting the 2020 State Preservation Conference. SHPO has planning grant available.
- State Preservation Plan will be updated. Board members should start thinking about this and provide input.

A. Thomas reported on the 2018 State Preservation Conference held in Winona.

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

B. Evans reported on the following:

- MnSAH tours emphasizing the downtown and Carleton.
- Relocation of Games and Geeks sign. Staff will send letter clarifying requirements.
- Need to clarify last minute additions to the agenda.
- December meeting may need to be rescheduled due to conflict with Winter Walk.

VI. Adjournment

The meeting adjourned at 5:48 p.m.