



# City of Northfield

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

## Meeting Minutes - Draft Heritage Preservation Commission

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Thursday, November 7, 2019

4:30 AM

Council Chambers

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### Call to Order and Approval of Agenda

*Chair Menard opened the meeting at 4:31pm.*

*The HPC board introduced themselves to new HPC member Michael Meehan and new youth representative Anna Nesseth.*

**Present:** 7 - Jason Menard, Barbara Evans, Alice Thomas, Clifford Clark, Jan Gilblom, Michael Meehan and Stephen Mohring

### Approval of Minutes

1. [19-1174](#) Review of the Draft September 19th, 2019 HPC Meeting Minutes

**Attachments:** [1 - 09-19-19 HPC Minutes](#)

*Gilblom asked if the letter was sent to By All Means Graphics and Tempel stated he would send the letter tomorrow. Gilblom asked to see a copy of the letter and Tempel noted he would share.*

**A motion was made by Board Member Gilblom, seconded by Board Member Thomas, to approve the 09-19-19 HPC meeting minutes. The motion carried by the following vote:**

**Yes:** 7 - Chair Menard, Board Member Evans, Board Member Thomas, Board Member Clark, Board Member Gilblom, Board Member Meehan and Mohring

### New Business Items

2. [19-1175](#) CLG Procedures Discussion

**Attachments:** [1 - MN Historical and Cultural Heritage Grant Legacy](#)  
[2 - Certified Local Government Grant CLG](#)

*Chair Menard opened the discussion and noted the HPC should be offering recommendations for historic preservation. He also stated CLG status is in good standing and commented that the exterior of Northstar Hotel / Garlie Vet building demolition is what was approved for preservation not the interior which is the concern of the State Historic Preservation Office (SHPO). The HPC discussed the history of the Garlie building and how the new owners are going to preserve the facade.*

*Tempel noted how Chuck Pryor's building, The Grand, could use the EDA Facade Funds and a Legacy Grant for the proposed portico entrance.*

*Tempel noted the process Carol Zellie will be outlining and completing.*

*Gilblom explained the grant summary sheets and Tempel noted these documents should be used in outreach.*

*Tempel noted the City is trying to get a better handle on grants and moving forward all meetings will only be to handle statutory requirements. He encouraged the HPC to keep working forward on their projects, but be mindful of staff work load.*

*Gilblom asked if they could have a work session and Tempel stated that would be acceptable.*

*Thomas stated she will be applying for a Legacy Grant to add historic downtown signage. Tempel noted Thomas should include city staff on the project, projected timeline, and funds acquired if the grant is approved.*

### 3. [19-1176](#) CLG Annual Report

**Attachments:** [1 - 2019 Annual Report](#)

*Thomas asked to have Gilblom's appointment added to the new member section. She also asked about including the HPC action plan. Evans noted it could be added to the local designation section. Technical corrections were made to the report as well.*

**A motion was made by Board Member Thomas, seconded by Mohring, to approve the CLG Annual Report as amended to include the addition of the HPC Work Plan and technical corrections. The motion carried by the following vote:**

**Yes:** 7 - Chair Menard, Board Member Evans, Board Member Thomas, Board Member Clark, Board Member Gilblom, Board Member Meehan and Mohring

## Reports and Discussion Items

### 4. [19-1177](#) Commission shadowing reports

**Attachments:** [1 - 11-7-19 ACC & TAC Meeting Report](#)

*Chair Menard explained shadowing reports to the new members.*

*Clark noted issues around historic districts and designations, which in turn can adversely affect other agencies and affordable housing.*

*Gilblom stated it would be beneficial to have the sign ordinance translated into Spanish.*

*The commissioners discussed the topic of dam removal since it has come up in the Riverfront Enhancement Advisory Committee meetings several times.*

## Adjournment

*Chair Menard adjourned the meeting.*